



## COUNCIL MEETING NOTICE/AGENDA

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**DATE:** Wednesday, July 17, 2013

**TIME:** 10 a.m. – 5 p.m.

**LOCATION:** DoubleTree by Hilton  
Berkeley Marina  
200 Marina Boulevard  
Berkeley, CA 94710  
(510) 548-7920

*Pursuant to Government code Sections 11123.1 and 11125(f), individuals with disabilities who require accessible alternative formats of the agenda and related meeting materials and/or auxiliary aids/services to participate in this meeting should contact Robin Maitino at (916) 322-8481 or email [robin.maitino@scdd.ca.gov](mailto:robin.maitino@scdd.ca.gov). Requests must be received by 5:00 pm, July 12, 2013.*

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| 1. | <b>CALL TO ORDER</b>   | J. Aguilar        |
| 2. | <b>ESTABLISHMENT OF QUORUM</b>   | J. Aguilar        |
| 3. | <b>WELCOME/INTRODUCTIONS</b>   | J. Aguilar        |
| 4. | <b>PUBLIC COMMENTS</b>   |                   |
|    | <i>This item is for members of the public only to provide comments and/or present information to the Council on matters <b>not</b> on the agenda. Each person will be afforded up to three minutes to speak. Written requests, if any, will be considered first. The Council will provide a public comment period, not to exceed a total of three minutes, for public comment prior to action on each agenda item.</i> |                   |
| 5. | <b>APPROVAL OF MAY MEETING MINUTES</b>   | J. Aguilar      4 |

For additional information regarding this agenda, please contact Robin Maitino,  
1507 21<sup>st</sup> Street, Suite 210, Sacramento, CA 95811, (916) 322-8481

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7.	<b>PRESENTATION: THE STATE BUDGET PROCESS – DEPARTMENT OF FINANCE</b> Jay Kapour and Lawana Welch, DOF		
8.	<b>PRESENTATION: HEALTH CARE FOR ADULTS WITH DEVELOPMENTAL DISABILITIES</b> Dr. Clarissa Kripke, UCSF		10
9.	<b>CIVILITY RESOLUTION</b>	J. Aguilar	12
10.	<b>CLOSED SESSION – PERSONNEL</b> <i>Pursuant to Government Code 11126 (a)(1) the committee will have a closed session to consider the appointment, employment, evaluation of performance or dismissal of a public employee.</i>		
11.	<b>RECONVENE OPEN SESSION</b> <i>Pursuant to Government Code Section 11126.3 (f) there will be an announcement of any action(s) taken during closed session.</i>		
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<b>16. NEXT MEETING DATE &amp; ADJOURNMENT</b>	J. Aguilar	



## DRAFT

### Council Meeting Minutes May 15, 2013

#### **Members Present**

April Lopez  
Bill Moore  
Brian Gutierrez  
Catherine Blakemore  
Dan Boomer  
David Forderer  
Eric Gelber  
Janelle Lewis  
Jennifer Allen  
Jonathan Clarkson  
Kerstin Williams  
Kris Kent  
Max Duley  
Molly Kennedy  
Nicole Smith  
Olivia Raynor  
Patty O'Brien-Peterson  
Ray Ceragioli  
Rebecca Donabed  
Robert Jacobs

#### **Members Absent**

Dan Boomer  
Fedra Almaliti  
Jorge Aguilar  
Kecia Weller  
Robin Hansen

#### **Other Attending**

Anastasia Bacigalupo  
Angela Lewis  
Anonymous  
Bob Phillips  
Chris Arroyo  
David Grady  
Dawn Morley  
Dena Hernandez

#### **Others Attending** (continued)

Denis Craig  
Holly Bins  
Joe Bowling  
Mark Polit  
Mary Agnes Nolan  
Mary Ellen Stives  
Melissa Corral  
Michael Brett  
Roberta Newton  
Sam Seaton  
Sarah Greenseid  
Sarah May  
Sarah VanDyke  
Sheryl Matney  
Szandra Keszthelyi  
Tammy Eudy  
Vicki Smith

#### **1. CALL TO ORDER/ESTABLISHMENT OF QUORUM**

Jennifer Allen, Vice Chairperson called the meeting to order at 10:11 a.m. and a quorum was established.

#### **2. WELCOME AND INTRODUCTIONS**

Vice Chair Allen welcomed everyone and noted that Jorge was absent and she would be filling in. Members and others attending introduced themselves.



### 3. **PUBLIC COMMENT**

Anonymous spoke stating that the Council's March minutes mistakenly attributed comments to him that were actually comments of the Golden Gate Regional Center (GGRC) consultant. He stated that he had not gotten support regarding the employment contract at GGRC. As a result, he gave another complaint to Disability Rights of California on possible "criminal acts of medical abuse."

Mary Ellen Stives, Area Board 13 Executive Director spoke about a Fair Hearing that took place with San Diego Regional Center involving the provision of supported living services. The regional center did not seek a health and safety waiver from DDS which the individual would need. The judge upheld the regional center's decision, thereby denying the SLS. Ms. Stives suggested that this issue will affect many people and the Council should look more closely at DDS' directives on this matter.

### 4. **APPROVAL OF JANUARY 2013 MEETING MINUTES**

It was moved/seconded (Kennedy/Donabed) and carried to approve the March 21, 2013, Council meeting minutes with the revision requested by Anonymous and the correction that Brian Gutierrez was present. 3 abstentions

### 5. **SPONSORSHIP REQUEST**

Roberta summarized the request from Congreso Familiar for \$999 to be used to provide family scholarships at their annual conference for Spanish speakers that is attended by over 800 people in the East Bay community. It was moved/ seconded (Lopez/Forderer) to award \$999 to Congreso Familiar.

### 6. **PRESENTATION: ROLES AND RESPONSIBILITIES OF COUNCIL MEMBERS, Sheryl Matney, Technical Assistance Manager, NACDD**

Sheryl described the Council as a "unique entity" in that it is the only entity established at the state level with the federal mandate to accomplish systems change. The Council has a unique composition in

bringing together policymakers, agency staff, family members and people with developmental disabilities to listen to each other. Sheryl went on to describe Council members' responsibilities in implementing "the big three" – advocacy, capacity building and system change.

## **7. EXECUTIVE DIRECTOR RECRUITMENT**

Pam Derby, of CPS HR Consulting introduced her organization and described the timelines that they anticipate in implementing the Executive Director Search process.

## **8. COMMITTEE REPORTS**

### **A. EXECUTIVE COMMITTEE**

#### **i. Actions Taken:**

The Committee acted on 13 conflict of interest waiver requests as directed by the Council at the March meeting. The Committee also acted on the following bills: AB 1041; SB 126; SB 163; SB 468; SB 651; SB 961; SB 602; AB 1232; SB 319; SB 321; SB 555; SB 577; SB 1 and Regional Center Financial Responsibility for Co-Pays and Deductibles trailer bill.

#### **ii. Proposed Bylaws Revisions**

Following extensive discussion, several revisions were approved, the establishment of the state plan subcommittee, moved/seconded (Kennedy/Forderer); that membership in the Self-Advocate's Advisory Committee be voluntary, moved/seconded (Gutierrez/Jacobs); language to review bylaws at least annually but leave final proposed revision unchanged, moved/seconded (Kent/Kennedy). All motions were unanimously passed.

#### **iii. Executive/Search Recommendations**

That staff be permitted to review the job description and complete a survey by CPS, moved/seconded (Forderer/Donabed) and carried.

To approve the contract with CPS, moved/seconded (Clarkson/Lewis) and carried.

That the Ad Hoc Search Committee be involved in all joint Executive Committee meetings, moved/seconded (Ceragioli/Forderer) and carried.

**B. ADMINISTRATIVE COMMITTEE**

Molly directed attention to the quarterly budget in the Council packet and the updated work plan that was originally sent out in early April. She noted that in addition to the training that was provided yesterday, we will have a presentation from the Department of Finance in July. Also in July, the Council will get a proposed FY 13-14 budget for approval.

**C. EMPLOYMENT FIRST COMMITTEE**

In Kecia's absence, Mark Polit reported that the Committee is asking the Council to approve a resolution asking DDS and EDD to expand its MOU for data sharing to include additional data. Moved/seconded (Forderer/Kennedy, three abstentions). There was a second recommendation, that the Council support a pilot proposal to revamp the SSI eligibility system to eliminate the assumption that SSI recipients are incapable of employment. Moved/seconded (Forderer/Kennedy three abstentions). Additionally, Mark asked Olivia to address some of the initiatives of CECY which dovetails with the Council's EFC work.

**D. LEGISLATIVE AND PUBLIC POLICY COMMITTEE**

Ray invited Eric Gelber to provide an overview of the DDS budget as presented in May Revise.

Ray took up two recommendations from LPPC, the first being: That the Council support the Community Imperative Declaration. Ray spoke at some length opposing the declaration. Much discussion ensued. The Council moved/seconded (Blakemore/Raynor) to support the Imperative (7aye-2 nay-9 abstain)

Secondly, the Council acted to support a recommendation that DDS develop a plan for the gradual and steady closure of all developmental centers, moved/seconded (Kennedy/Blakemore) (7 aye- 2 nay- 10 abstain)

## E. PROGRAM DEVELOPMENT COMMITTEE

Janelle reported that the PDC recommends that the area boards be allocated \$10,000 to award for Cycle 36 grants. Moved/seconded (Blakemore/Raynor) and carried. The PDC further recommended that the Council hold funds aside in Cycle 36 for the possible funding of a second year with Jay Nolan Community Services, should their first year outcomes warrant second year funding. Moved/seconded Forderer/Donabed) and carried

## F. SELF-ADVOCACY ADVISORY COMMITTEE/STATEWIDE SELF-ADVOCACY NETWORK

Jennifer discussed that the SAAC heard from Molly on the national movement to close sheltered workshops and other segregated work settings. Molly and Jennifer will attend the next EFC to ask that they back such an initiative in California.

Jennifer noted that SSAN will have its next meeting June 5-6 in San Diego at which time the group will work on its mission statement.

## 9. **APPOINTMENT OF AREA BOARD 7 EXECUTIVE DIRECTOR**

This agenda item was tabled as Area Board 7 has not yet met to make a nomination.

## 10. **STAFF REPORTS**

Roberta and Mark provided reports of their activities. Dawn Morley reported on behalf of the Area Board Executive Directors.

## 11. **COUNCIL MEMBER REPORTS**

Council member reports were given.

## 12. **ADJOURNMENT**

Meeting was adjourned (Forderer/Donabed) at 4:30 p.m. The next meeting is on July 17 at the Doubletree in Berkeley.

## **COUNCIL AGENDA ITEM DETAIL SHEET**

### **ISSUE: SELECTION OF AREA BOARD EXECUTIVE DIRECTORS**

#### **BACKGROUND:**

California State law, Welfare & Institutions Code 4553(c)(1) states: "Each area board shall have an Executive Director, nominated by the affirmative votes of a majority of the members of the area board, appointed by the executive director of the state council, and approved by the state council."

Jane Lefferdink, previous Executive Director of Area Board 7, passed away in November, 2012.

Rocio Smith, previous Executive Director of Area Board 5, retired in December, 2012.

Both Area Board 5 and 7 have been staffed with an Acting Executive Director since that time, while their respective boards engaged in a recruitment process.

#### **ANALYSIS/DISCUSSION:**

Area Board 5 has completed its search process and has submitted a nominee, chosen unanimously by its Board of Directors.

As of this writing, Area Board 7 had not completed its search process, but anticipated submitting a nominee prior to the July Council meeting.

**COUNCIL STRATEGIC PLAN OBJECTIVE:** Not Applicable

**PREVIOUS ACTION:** See Above

#### **RECOMMENDATIONS:**

It is recommended that the Council approve the appointment of the area boards' nominee for Executive Director.

**PREPARED:** Roberta Newton, June 27, 2013



*Improving outcomes for people  
with developmental disabilities*

**Background.** In the late 1960's, only four percent of people with developmental disabilities (DD) lived in the community. Today, most individuals with DD have never been in an institution. The life expectancy of people with DD has increased dramatically. It approaches that of the general population. In addition to their disability, as they age, adults with DD typically acquire multiple, chronic medical conditions. Approximately 30% have associated mental illness. We have yet to develop the consult, assessment, and enhanced primary care services necessary to serve this new population of people with complex needs.

**The Office of Developmental Primary Care was developed to build the health care system's capacity to serve adults with developmental disabilities through clinical services, advocacy, research, training and technical assistance.**

**Vision.** Transition age youth and adults with developmental disabilities (DD) have access to health care services that maximize their wellness and function. Health care for transition age youth and adults with DD is interdisciplinary, team-based care with patients and caregivers at the center of the team.

**Definition.** Developmental disabilities (DD):

- originate before age 18
- are expected to continue indefinitely
- constitute significant functional limitations in at least three or more areas such as capacity for self-care, learning, language and mobility
- include autism, cerebral palsy, epilepsy and intellectual disability

**Challenges.**

*Resources for adults are insufficient and poorly integrated. There is a lack of:*

- **Opportunities for the self-advocacy community** to engage policy makers
- **Special medical services and medical experts** for patients with DD
- **Training programs** for medical personnel and caregivers who manage complex medical and behavioral conditions
- **Reimbursement** for the extra time involved in care coordination, prevention and treatment
- **Accountability for Health Plans** to provide access to effective, respectful, competent, timely care
- **Data on the health status and health care utilization** of the population
- **Support for clinical and health services research**

*Lack of parent support.* Unlike their younger counterparts, this population lacks parent support.

- An estimated 30,000-77,000 people with DD in California are **currently living with caregivers over age 60**. As parents age along with their children, eventually, they can no longer provide advocacy and care.
- Many adults with DD have **no family advocates or caregivers**.
- This lack of support is an issue because **health problems generally become more complex** as people with developmental disabilities age.

*Policy gaps.* Since the 1970's, many thousands of adults with disabilities have moved from institutions into the community. However, current policy and funding are not sufficient to protect them from neglect, much less to provide them with health care. Without appropriate oversight and comprehensive services, adults easily fall through the cracks. The most important policy gaps include:

- Special primary care services for those with intensive, interdisciplinary needs
- Access to specialized mental health services for those with intellectual and communication disabilities
- Access to special needs dentistry
- Regular, independent health assessment and advocacy
- Support and training for direct care personnel and family caregivers
- Data and monitoring of access to care, health outcomes and health status
- Stable funding to develop and maintain an expert health professional workforce

**The CART Model.** The long-term strategic plan begins with building a program within the Department of Family and Community Medicine at UCSF to provide clinical leadership and establish working relationships between the medical and developmental service providers. The Office of Developmental Primary Care was established in the University of California, San Francisco, Department of Family and Community Medicine. The Office of Developmental Primary Care has provided training to over 2,200 health professionals; established a website with practical clinical resources; engaged policy makers, and established a research program to study our clinical innovation. The goal of the project is to evolve into a UCSF Center for Excellence in Developmental Medicine to support the CART Model:

- Clinical services in university and community settings
- Advocacy to influence policy and support patients
- Research programs in health services and education to rigorously study the cost effectiveness of our clinical and training innovations
- Training and technical assistance for medical professionals and caregivers



University of California  
San Francisco

Office of Developmental Primary Care ♦ UCSF Department of Family and Community Medicine ♦ 500 Parnassus Ave, MUE 318, Box 0900, San Francisco, CA 94143; (415) 476-4641 ♦ [odpc@fcm.ucsf.edu](mailto:odpc@fcm.ucsf.edu) ♦ <http://DevelopmentalMedicine.UCSF.edu>



**From:** Lam, Darrick (ACL/ORO/Region IX)  
**Sent:** Thursday, June 20, 2013 7:43 PM  
**To:** Ishida, David A. (ACL/ORO/Region IX); Stevens, Rita (ACL/AIDD)  
**Subject:** RE: California Council  
**Importance:** High

There are two sources that the State Council on Developmental Disabilities can refer to in dealing with people who are disruptive during public meetings.

The first one is the Brown Act, contained in section 54950 et seq. of the Government Code, which governs open meetings for local government bodies. This provision is more general and according to the "Open & Public IV: A Guide to the Ralph M. Brown Act (2<sup>nd</sup> Edition, Revised July 2010)" published by the League of California Cities, there is a brief mentioning of how to deal with disruptive people at a meeting:

***Public participation in meetings (page 4 of 48)***

*In addition to requiring the public's business to be conducted in open, noticed meetings, the Brown Act also extends to the public the right to participate in meetings. Individuals, lobbyists, and members of the news media possess the right to attend, record, broadcast, and participate in public meetings. The public's participation is further enhanced by the Brown Act's requirement that a meaningful agenda be posted in advance of meetings, by limiting discussion and action to matters listed on the agenda, and by requiring that meeting materials be made available.*

*Legislative bodies may, however, adopt reasonable regulations on public testimony and the conduct of public meetings, including measures to address disruptive conduct and irrelevant speech.*

The second one is the Bagley-Keene Open Meeting Act 2004, which set forth in Government Code sections 11120-111321, covers all state boards and commissions.

***Section 11126.5 Removal of disruptive persons (page 36 of 40)***

*In the event that any meeting is willfully interrupted by a group or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of individuals who are willfully interrupting the meeting the state body conducting the meeting may order the meeting room cleared and continue in session. Nothing in this section shall prohibit the state body from establishing a procedure for readmitting an individual or individuals not responsible for willfully disturbing the orderly conduct of the meeting. Notwithstanding any other provision of law, only matters appearing on the agenda may be considered in such a session. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this section.*



**A RESOLUTION OF THE CALIFORNIA  
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES  
ENDORISING STANDARDS OF BEHAVIOR THAT PROMOTE  
CIVILITY AT ALL ITS PUBLIC MEETINGS**

WHEREAS, across the nation, many groups have adopted policies and rules to enhance civility at public meetings, including the United States Conference of Mayors, which adopted a Civility Accord; and

WHEREAS, in keeping with this national trend, many organizations and municipalities have approved policies to promote civility at its public meetings; and

WHEREAS, the defining characteristics of the California State Council on Developmental Disabilities (SCDD) include its commitment to individual rights of expression, robust debate and tolerance for disparate views; and

WHEREAS, the California State Council, and its Committees convene public meetings to address often controversial issues that engender passionate and sometimes conflicting opinions; and

WHEREAS, an atmosphere of incivility and disrespect at these meetings can stifle participation and debate, threaten the quality of decisions, and undermine the democratic process; and

WHEREAS, adopting principles of civility applicable to all public meetings will help ensure that the full engagement and participation of all Council members and the public is promoted and embraced.

NOW, THEREFORE, THE CALIFORNIA STATE COUNCIL ON  
DEVELOPMENTAL DISABILITIES DOES RESOLVE AS FOLLOWS:

In order to safeguard and ensure participatory engagement, all persons attending public meetings of the California State Council on Developmental Disabilities (SCDD) should strive to:

1. Treat everyone courteously;
2. Listen to others respectfully;
3. Exercise self-control;
4. Give open-minded consideration to all viewpoints;
5. Focus on the issues and avoid personalizing debate;
6. Embrace respectful disagreement and dissent as democratic rights, inherent components of an inclusive public process, and tools for forging sound decisions.

Be It Further Resolved, that the California State Council, its Committees, members, and staff shall promote the use of and adherence to these guidelines for behavior at all public meetings of the SCDD.

**Draft**  
**Executive Committee Meeting Minutes**  
**June 11, 2013**

**Attending Members**

Janelle Lewis  
Jennifer Allen  
Jorge Aguilar  
Molly Kennedy  
Kecia Weller

**Members Absent**

Olivia Raynor  
Ray Ceragioli

**Others Attending**

Mark Polit  
Melissa Corral  
Roberta Newton  
Michael Rosenberg  
David Gaines  
Ashante Norton  
Kara Read-Spangler  
CHP Officer

**1. Call to Order**

Jennifer Allen called the meeting to order at 1:40 p.m. and established a quorum present.

**2. Welcome and Introductions**

Members and others introduced themselves.

**3. Approval of April 2013 and May 2013 Minutes**

It was moved/seconded (Aguilar/Lewis) and carried to approve the April 9, 2013, Executive Committee meeting minutes as presented. (1 abstention)  
It was moved/seconded (Kennedy/Lewis) to approve the May 14, 2013 minutes as presented. (2 abstentions)

**4. Public Comments**

David Gaines introduced himself as founder of the Sacramento Autistic Spectrum and Special Needs Alliance (SASSNA). Mr. Gaines believes that Area Board 3 handled its Cycle 35 grant process in an illegal manner. He reported that he has filed a 150 page complaint with the SCDD asserting that Area Board 3 is a corrupt organization that has engaged in activities that are at least misdemeanors, if not a felony. He described Michael Rosenberg as a criminal and stated that Roberta Newton should be fired and Melissa Corral be disbarred for their roles in working with

Area Board 3. Mr. Gaines said that he has alerted the federal AIDD and will be filing his complaint also with the Attorney General and the Sacramento City District Attorney.

5. **CPS CONTRACT**

Roberta explained that staff proposes to enter into a small contract under \$5,000 with CPS for a workload analysis of an employee. CPS is a full service HR company that we have used for a variety of personnel consultation services in the past. It was moved/seconded (Kennedy/Aguilar) to approve the contract with CPS.

Jorge then reviewed the current status of our CPS contract to carry out the Executive Director Search. The recruitment brochure was reviewed and discussion ensued about proposed revisions. Jorge will be working with CPS and Council staff on finalizing the brochure within the next two days. Frustration was expressed about the slow pace thus far.

6. **AREA BOARD 3 CYCLE 35 GRANTS**

Michael Rosenberg, Executive Director of Area Board 3 explained that his Board did not approve any applicants for Cycle 35 grants. The Cycle 36 process is starting up in June for the FY October 1, 2013 – September 30, 2014. This year, because of the anticipated reduction in federal funds, the area boards are being allocated \$10,000 as opposed to the \$20,000 awarded in Cycle 35. Mr. Rosenberg requested that the Council allocate Area Board 3 \$20,000 since they had not expended any grant funds in the current cycle.

Mr. Gaines asked to give public input and urged the Committee to not approve Mr. Rosenberg's request.

The Committee took no action on this request.

7. **CLOSED SESSION – PENDING LITIGATION**

The Committee went into closed session

8. **RECONVENE OPEN SESSION**

The Committee reported out the following action with regards to a confidential personnel action: It was moved and seconded (Aguilar/Kennedy) that the Council's counteroffer is the best and final response to the employee's offer. The counteroffer expires on Friday, June 14, 2013 at noon.

9. **HEALTH CARE FOR ADULTS WITH DEVELOPMENTAL DISABILITIES**

Molly discussed the work of the Office of Developmental Primary Care at UCSF in establishing a model for delivering clinical services, advocacy, research and training to medical professionals and others on the health care needs of adults with developmental disabilities. Molly asked that a brief presentation by the Director of the program, Dr. Clarissa Kripke, be included in the July Council meeting. The Committee concurred.

10. **ADMINISTRATIVE COMMITTEE UPDATE**

The Committee has not met since the May Council meeting.

11. **LEGISLATIVE AND PUBLIC POLICY UPDATE**

Mark gave a brief update on trailer bill, specifically the failure to get the autism insurance copay resolved satisfactorily and other budget issues.

Mr. Gaines asked to give public input and noted that his organization was the only autism advocacy group that opposed SB 946.

12. **EMPLOYMENT FIRST COMMITTEE**

No report.

13. **PROGRAM DEVELOPMENT COMMITTEE**

Janelle reported that the Committee met on June 3, 2013. They reviewed the applicants for the Self-Advocacy Support grant and made a recommendation that will be brought to the July Council meeting. There were no applicants for the Facilitation grant. The PDC recommends that the Facilitation RFP be released again to a targeted group of SLS and ILS agencies and the maximum amount be increased to \$30,000 from \$20,000. It was moved/seconded (Aguilar/Weller) to approve this recommendation.

14. **ESTABLISH JULY COUNCIL AGENDA**

In addition to the presentation on the work of UCSF, Jorge is working on a team building event. The Search process will be a recurring agenda item and all committee reports.

15. **ADJOURNMENT**

Chair Jennifer Allen adjourned the meeting at 4:20 pm.

## DRAFT

### Administrative Committee Meeting Minutes June 20, 2013

#### Attending Members

Brian Gutierrez  
Ray Ceragioli  
Kris Kent  
Molly Kennedy

#### Members Absent

David Forderer

#### Others Attending

Roberta Newton

#### 1. Call to Order

Molly Kennedy called the meeting to order at 2:10 p.m. and established a quorum present.

#### 2. Welcome and Introductions

Members and others introduced themselves.

#### 3. Approval of April 25, 2013 Minutes

It was moved/second (Ceragioli/Kent) and carried to approve the April 25, 2013 minutes as presented.

#### 4. Public Comments

There were no public comments. Roberta announced that the Council has hired a new Budget Officer who will be starting on July 8, 2013.

#### 5. Review of Proposed 2013-14 Budget

The Committee reviewed three documents: a line item budget of federal funds for Headquarters; a proposed budget for the entire Council, assuming a full federal allocation for the year; and a proposed budget for the entire Council that assumes a sequestration reduction of 9%. It was moved/seconded and carried (Kent/Ceragioli) to recommend that the Council adopt the proposed budget that assumes a full federal allocation. It was moved/seconded and carried (Kent/Ceragioli) to recommend that the Council adopt the proposed budget that assumes a sequestration reduction of 9%. At its next meeting, the Committee will be looking to obtain additional information to determine the full amount of unspent federal funds from the last three budget cycles.

6. **DSS Administrative Support Services**

Roberta provided an overview of the Council's relationship with the Health & Human Services Agency (CHHS) which is our "Designated State Agency." Additionally, the Council has an Interagency Agreement (IA) with the California Department of Social Services (CDSS) for administrative support services. Over the years, there have been concerns that the level and cost of CDSS support services exceeds the amount that is provided in the IA. Agency, CDSS and the Council met recently and will be meeting again to discuss ways to mitigate this situation. Following extensive discussion about the support services that the Council receives, Roberta and Kris agreed that they will update the Committee in July on this matter. Additional information about CDSS' costs and the Council's proposed options will be provided at the next Committee meeting.

7. **Policy on Council Members Having Role in Community Training Events**

Molly explained that she suggested we include this agenda item because there are a number of circumstances involving both staff and Council members in which there is a lack of clarity as to whether people are engaging in an incompatible activity. She suggested that the Council needs a more expansive analysis, with examples, of what constitutes an incompatible activity and have that translated into a Council policy.

8. **Actions on Work Plan**

Roberta noted that an updated work plan would be included in each Administrative Committee packet. We are aiming to have a draft of the Council's Contract Procedures ready for the next Administrative Committee meeting.

9. **Schedule Next Meeting**

The next meeting was set for July 25, 2013 at 2:00 pm.

10. **Adjournment**

Chair Kennedy adjourned the meeting at 3:55 pm.

**SCDD HQ  
BSG BUDGET  
2013-2014**

DESCRIPTION	Budget	1st Quarter Expenditure	2nd Quarter Expenditures	3rd Quarter Expenditures	4th Quarter Expenditures	Total Expenditures	Balance
<b>A. PERSONAL SERVICES</b>							
Salary & Wages	\$814,104					\$0	\$814,104
Temporary Help	\$0						\$0
Overtime	\$0						\$0
Staff Benefits	\$295,772					\$0	\$295,772
<b>TOTAL PERSONAL SERVICES</b>	<b>\$1,109,876</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,109,876</b>
<b>B. OPERATING EXPENSE &amp; EQUIPMENT (OE&amp;E)</b>							
General Expense	\$11,418					\$0	\$11,418
Printing (Copier Maintenance)	\$22,724					\$0	\$22,724
Communications	\$70,081					\$0	\$70,081
Postage	\$11,034						\$11,034
Travel (In-State)	\$159,394					\$0	\$159,394
Travel (Out-of-State)	\$9,000						\$9,000
Training	\$350					\$0	\$350
Facilities Operations	\$119,543						\$119,543
Utilities	\$0						\$0
Consultant & Professional Services	\$0						\$0
(Interdepartmental)	\$18,761						\$18,761
(External)	\$7,910						\$7,910
Data Processing	\$39,616						\$39,616
Equipment (Major)	\$0						\$0
Other Items of Expense (Stipends)	\$0	\$0	\$0			\$0	\$0
<b>TOTAL OE&amp;E</b>	<b>\$469,831</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$469,831</b>
<b>TOTAL</b>	<b>\$1,579,707</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,579,707</b>
<b>Note:</b> The Department of Social Services maintains the official expenditure records for the area boards on CALSTARS, however final expenditures for any given fiscal year may not appear on CALSTARS until after this report is due, therefore this reports reflects the boards' internal records of expenditures to date.							



**2013-2014 FUNDING ALLOCATION REPORT**  
**Federal Funds (BSG) Assuming Sequestration Cut of 9%**

**4100 State Council on Development Disabilities**  
**2013-2014 Funding Allocation Report**  
**Subject to Change**  
**(Whole Dollars)**

	Personal Services Allocation	Operating Expenses & Equipment Allocation	Total 2013-2014 Allocation
Council Operations and Administration	\$1,109,876	\$469,831	\$1,579,707
Community Program Development Grants	\$0	\$727,000	\$727,000
Area Board 1	\$194,257	\$57,230	\$251,487
Area Board 2	\$243,378	\$53,997	\$297,375
Area Board 3	\$205,304	\$82,187	\$287,491
Area Board 4	\$225,905	\$63,281	\$289,186
Area Board 5	\$299,729	\$88,469	\$388,198
Area Board 6	\$213,606	\$69,491	\$283,097
Area Board 7	\$203,658	\$91,286	\$294,944
Area Board 8	\$294,153	\$29,367	\$323,520
Area Board 9	\$262,811	\$90,000	\$352,811
Area Board 10	\$335,639	\$92,037	\$427,676
Area Board 11	\$276,528	\$88,011	\$364,539
Area Board 12	\$155,324	\$69,000	\$224,324
Area Board 13	\$259,668	\$99,481	\$359,149
Subtotal, All Area Boards	\$3,169,960	\$973,837	\$4,143,797
Total	\$4,279,836	\$2,170,668	\$6,450,504

Red denotes where funds were reduced

**2013-2014 FUNDING ALLOCATION REPORT**  
**Federal Funds (BSG) Full Allocation**

**4100 State Council on Development Disabilities**  
**2013-2014 Funding Allocation Report**  
**Subject to Change**  
**(Whole Dollars)**

	Personal Services Allocation	Operating Expenses & Equipment Allocation	Total 2013-2014 Allocation
Council Operations and Administration	\$1,109,876	\$478,988	\$1,588,864
Community Program Development Grants	\$0	\$1,000,000	\$1,000,000
Area Board 1	\$194,257	\$57,230	\$251,487
Area Board 2	\$243,378	\$53,997	\$297,375
Area Board 3	\$296,184	\$82,187	\$378,371
Area Board 4	\$225,905	\$63,281	\$289,186
Area Board 5	\$299,729	\$88,469	\$388,198
Area Board 6	\$213,606	\$69,491	\$283,097
Area Board 7	\$294,538	\$91,286	\$385,824
Area Board 8	\$294,153	\$29,367	\$323,520
Area Board 9	\$262,811	\$90,000	\$352,811
Area Board 10	\$335,639	\$92,037	\$427,676
Area Board 11	\$276,528	\$88,011	\$364,539
Area Board 12	\$155,324	\$69,000	\$224,324
Area Board 13	\$259,668	\$99,481	\$359,149
Subtotal, All Area Boards	\$3,351,720	\$973,837	\$4,325,557
Total	\$4,461,596	\$2,452,825	\$6,914,421

# SCDD

## LEGISLATIVE POSITIONS

July 1, 2013

### Employment

**AB 1041 (Chesbro) – SPONSOR.** AB 1041 would establish an Employment First Policy in statute. [Senate Appropriations]

**SB 577 (Pavley) – CO-SPONSOR.** The bill would pilot two innovations aimed at increasing the availability of employment for people with developmental disabilities: (1) A service category for employment preparation; and (2) an incentive system to encourage employment support providers to assist people to obtain integrated competitive employment, including jobs with health benefits. [SEN Appropriations – Two Year Bill]

### SB 946 Implementation

**Trailer Bill Language on Regional Center Financial Responsibility for Co-pays and Deductibles.** The Council position is that regional centers should be required to reimburse families for insurance co-pays, co-insurance, and deductibles without means testing for services in the IPP or IFSP; and where “parents” are mentioned in the TBL, also include “guardians, conservators, caregivers, and authorized representatives.”

For IPP/IFSP services covered by the family’s insurance, **the language passed with the Budget Act of 2013** would allow regional centers to pay co-pays and co-insurance, if necessary for the child to receive the therapy. The language would forbid regional centers to reimburse families whose income is over 400% of the federal poverty limit (\$94,000 for a family of four); exceptions could be made to prevent placement in a more restrictive environment. It would forbid regional centers, with no exceptions, to reimburse families for deductibles.

**SB 163 (Hueso) – CO-SPONSOR.** SB 163 would require a regional center to pay any applicable copayment, coinsurance, and deductible imposed by a health insurance policy or health care service plan for a service or support required by a consumer’s IPP or IFSP. Co-sponsors are Autism Speaks and the Alliance of California Autism Organizations. (SEN-Appropriations – HELD)

**SB 126 (Steinberg) – SUPPORT.** Would extend the sunset of SB 946 to 2019. **(ASM Appropriations)**

## **Self-Determination**

**SB 468 (Emmerson-Beall) – SUPPORT** – SB 468 is sponsored by Autism Society of LA and DRC. It would expand the Self-Determination Pilots by establishing a statewide Self-Determination program which will be phased in with up to 2500 participants over three years, then opened to all regional center clients. The program would be cost neutral, represent the ethnic diversity of the state, and increase flexibility in services. **(ASM Human Services)**

## **Housing Legislation**

**SB 1 (Steinberg) and SB 391 (DeSaulnier) – SUPPORT and amendments.** Both bills are critical for funding affordable housing for low income populations, including people with developmental disabilities. These bills also present an opportunity to increase the availability of affordable AND accessible housing units. SCDD will work with the DD housing coalition to have these bills amended to include provisions for accessible housing.

SB 1 **(ASM Appropriations)**

SB391 **(ASM Appropriations)**

## **Abuse and Neglect Legislation**

**SB 651 (Pavley and Leno) – SUPPORT.** Sponsored by DRC, the bill would require that a suspected victim of sexual assault at developmental centers and state hospitals be provided a medical evidentiary exam performed at an appropriate external facility. Failure to report specified assaults, deaths and injuries to external law enforcement would result in a Class B Citation. **(ASM Health)**

**AB 961 (Levine) – SUPPORT.** The bill would require that certain licensing citations at developmental centers and state hospitals be redacted only for name and personal identifying information. The bill would also require, in these facilities, that Department of Public Health complete its investigation of death, serious injury and other incidents within specified times. **(ASM Appropriations – HELD)**

**AB 602 (Yamada) – SUPPORT.** This bill would require the Commission on Peace Officer Standards and Training (in the Department of Justice) to establish and keep updated a continuing education classroom training on law enforcement intervention with mentally disabled persons. The bill would require that law enforcement personnel with jurisdiction over state hospitals and developmental centers receive this training. These facilities would be required to immediately (instead of as soon as practically possible) report specified incidents, including death and sexual assault to local law enforcement, and to coordinate its investigations with them.  
**(SEN Appropriations )**

## **Equity and Diversity Legislation**

**AB 1232 (Perez) – SUPPORT.** AB 1232 would require the Department to consider outcomes based measures on cultural and linguistic competency of services when choosing a quality assessment instrument. **(SEN Appropriations)**

**SB 319 (Price) – SUPPORT and amendments.** SB 319 would enhance regional center data collection, and their publication, on disparities in service delivery between regional center ethnic populations. Recommend amendments to emphasize the “fair and equitable access to services, pursuant to the IPP process.” **(SEN Appropriations - HELD)**

**SB 321 (Price) – SUPPORT.** SB 321 would direct the Department to address issues of linguist and cultural competency of services and inequitable distribution of services in the regional centers’ performance contracts.  
**(SEN Appropriations - HELD)**

**SB 555 (Correa) – SUPPORT.** SB 555 addresses the linguistic and cultural competency of the IPP process and of services addressed by the IPP. **(ASM Human Services)**

## **Federal Budget**

Social Security Chained CPI Proposal – OPPOSE.

Service Reduction to Federal Medical Programs – OPPOSE.

**Legislative and Public Policy Committee**  
**REPORT TO COUNCIL**  
July 17, 2013

**BILL NUMBER/ISSUE: AB 620 (Buchanan), Safety Plan**

**RECOMMEND SUPPORT**

**BACKGROUND:** There is no requirement in current statute that licensed care facilities or day programs report that a person is missing, to law enforcement or to the relevant family contacts. AB 620 would require a safety plan be developed for individuals served in specified licensed facilities (including group homes and licensed day programs) as part of the individual service plan already being developed by licensed facilities. The safety plan would address, on an individual basis, when law enforcement should be notified in the event the individual is missing from the facility and when and if family members, guardians, or authorized representatives be notified.

**ANALYSIS/DISCUSSION:** The author worked with Council staff to address the concerns of the LPPC on the legislation: (1) Ensuring that the safety plan process includes the individual and that it not be used as a lever to limit a person's rights and (2) that the safety plan not create another plan or process. By amending the bill to have the plan done as part of the existing planning process, the author was able to address both concerns.

**ATTACHMENT(S):** Author's Fact Sheet.

**BILL NUMBER/ISSUE: SB 579 (Berryhill), Quality Assurance**

**RECOMMEND WATCH**

**BACKGROUND:** The complexity of the quality assurance and oversight system has grown over time as the community based system of services has expanded over time. This oversight system has developed redundancy and is not always focused on real life quality outcomes. About 12 years ago, the Department's system reform effort looked at streamlining this system, but those efforts were shelved. New models of oversight have been tried successfully with the closure of Agnews developmental center. SB 579 seeks to establish a pilot project in 3 regional centers. The bill will be amended to focus on regional centers taking over the monitoring responsibility for community care licensing.

**ANALYSIS/DISCUSSION:** SB 579 is a two year bill. The LPPC was sympathetic to the goal of the legislation, but were not ready to recommend support at this time. There was concern that regional centers should not be the entity to oversee the quality of regional center services.

**ATTACHMENT(S):** SB 579 Fact Sheet; Developmental Services Quality Review Consolidation Project.

## **BILL NUMBER/ISSUE: AB 420 (Dickinson), Pupil Discipline**

### **RECOMMEND SUPPORT**

**BACKGROUND:** AB 420 limits the ability of the school district to suspend or expel any student who has “disrupted school activities or otherwise willfully defied the valid authority” of school personnel. Instead, AB 420 encourages the use of other means of correction as the preferred remedy for acts of disruption and defiance. It further narrows the application of this section to only allow for suspension of high school students after multiple offenses and removes the ability to expel students for such acts.

**ANALYSIS/DISCUSSION:** Subjective criteria, such as willful defiance, have been over used by school districts, especially targeting students with disabilities and students of color. Such practices cause students to lose instruction time and can often exacerbate their behavioral issues. These practices are widely used, constituting the most severe cause for up to 12% of expulsions and 42% of suspension.

**ATTACHMENT(S):** AB 420 Fact Sheet

## **BILL NUMBER/ISSUE: Autism Only Legislation**

**RECOMMEND:** The LPPC recommends adopting the following: “As a matter of policy, legislation should not create services within the Lanterman Act for any one developmental disability at the exclusion of other developmental disabilities.”

**BACKGROUND:** The numbers and proportion of people with autism served by the regional centers continues to increase dramatically. The nature of autism requires new service modalities to successfully support people with autism to cope with the challenges of the condition and to succeed in school and work. Thus regional centers and state policy are challenged to adapt to these evolving needs. This year, SB 577 (Pavley) was introduced which would have established employment pilot projects for youth with autism. The LPPC recommended that the author make the pilot project apply to all disabilities. The bill was amended to reflect that. Furthermore, SB 163 (Hueso) would have protected families with children with autism, but at our urging the bill was drafted to cover all developmental disabilities.

**ANALYSIS/DISCUSSION:** N/A

**ATTACHMENT(S):** N/A

# **Assembly Bill 620 ~ Health Facilities: missing patients**

## **Assemblymember Joan Buchanan (D – 16)**

### **LEGISLATIVE INTENT**

This bill would require specified health facilities to develop, implement and review annually a safety plan to address issues that arise when a patient or participant is missing from the facility. These facilities include those that care for elderly and developmentally disabled adults.

### **PROBLEM**

There is no requirement in current statute that these care facilities report that a patient is missing, to law enforcement or to the relevant emergency contacts.

There was an incident in the Assemblymember's district when a young woman with developmental disabilities left an intermediate care facility and did not return at the agreed upon time. The facility did not look for the young woman, call law enforcement or notify her parent.

As a result of this incident and others in neighboring communities, there have been calls to tighten the requirements on facilities that serve the elderly and adults with developmental disabilities with regard to situations when clients go missing from the facility.

### **LEGISLATIVE SOLUTION**

AB 620 will:

- Require a patient safety plan for situations when a patient is missing from the facility and review this plan annually.
- Require the administrator of the facility, or his or her designee to contact the designated relative or caregiver when a patient is missing.
- Identify the circumstances in which an administrator of the facility, or his/her designee, shall notify law enforcement when a patient is missing from the facility.

### **FACILITIES INCLUDED**

- Health facilities licensed by the CA Department of Public Health (CDPH):
  - Skilled nursing facility
  - Intermediate care facility
  - Intermediate care facility/developmentally disabled
  - Intermediate care facility/developmentally disabled - nursing
  - Congregate living health facility
  - Intermediate care facility/developmentally disabled-continuous nursing
  - Adult day health care facility
- Community care facilities licensed by CA Department of Social Services (DSS):
  - Adult residential facilities
  - Adult day programs
  - Residential Care for the Elderly

### **SUPPORT**

- AARP California
- Alzheimer's Association
- California Assisted Living Association
- California Assoc. of Psychiatric Technicians
- California Mental Health Directors Association
- California Senior Legislature
- San Ramon Valley Primary Care Medical Group
- The Arc & United Cerebral Palsy California Collaboration

### **STATUS**

- 2/20/13 Introduced
- 4/9/13 Passed Assembly Health 19-0
- 5/1/13 Passed Asm Appropriations -Consent
- 5/9/13 Passed Assembly Floor on Consent
- 6/19/13 Passed Senate Health 9-0
- 6/25/13 Passed Senate Human Services 6-0

### **FOR MORE INFORMATION**

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## **SB 579 (Berryhill)**

### **Developmental Disabilities Services System Oversight Efficiency and Quality Enhancement Act**

#### **Background:**

The Lanterman Act provides for quality state-funded services and supports for individuals with developmental disabilities (clients) in California. Evaluation of the services and supports that clients receive from both Regional Centers and service providers is a critical component of this service system. Those services are designed to assist those individuals and their families to be integrated, independent members of their communities.

Currently, three state entities are charged with monitoring and maintaining those services: the Department of Developmental Services (and the 21 Regional Centers); the Department of Social Services Community Care Licensing; and the Department of Public Health Licensing.

#### **Issue:**

This duplication wastes state dollars and resources by having multiple people and agencies looking at the same criteria, sometimes from contradictory review values. Each agency applies different and often contradictory standards. Service providers have their costs and staff hours increased by this duplication. And clients' services are hindered, as the development of innovative, cost-effective services and best practices is impeded by outdated licensing categories and regulations. It is not effective at ensuring, monitoring, or improving quality of services.

#### **What This Bill Does:**

SB 579 creates a five-year Oversight Efficiency and Quality Enhancement Model pilot project that will place authority for service quality at DDS and three pilot Regional Centers – the agencies with expertise in serving people with developmental disabilities. It updates standards used in service provider reviews to address individual outcomes such as community inclusion, empowerment, and choice, as well as health and safety.

To strengthen and refine the project, local Advisory Committees and statewide Stakeholder Organizations – including consumers, family members, service providers, and advocates – will provide input and feedback in its design, implementation, and evaluation. There is also a data collection component to gather reliable, valid, accessible data focused on the quality enhancements desired over time.

This bill is consistent with efforts to move licensing responsibilities closer to the responsible state agency providing the funding. Its unitary authority approach has been successfully adopted in statute for certain services to persons with developmental disabilities (e.g., supported living services).

#### **Support**

Association of Regional Center Agencies (sponsor)

The Arc and United Cerebral Palsy; Cal-TASH; Lifehouse; Partnerships With Industry.

#### **Staff Contacts**

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## **Developmental Services Quality Review Consolidation Project**

### **Reduces Duplication of Quality Review Requirements for Providers of Services, Preserves State Funds and Simultaneously Improves the Lives of People with Developmental Disabilities in California**

California has, through the Lanterman Act (Welfare & Institutions Code §§ 4500 et seq), created a service system for people with developmental disabilities intended to provide services and supports to enable these individuals to live independent, productive and normal lives in their home communities. As part of the desire to ensure quality services are being provided, systems were put in place to monitor the delivery of these services. As the entire system has grown, so has the complexity of the quality review process. At present, many different entities review the quality of various programs. In many situations, several of these entities monitor the same service provider. With the number and complexity of the review systems, there is overlapping, duplication and in some instances, contradictory standards in measuring quality. This leaves the individuals being served, service providers, regional center staff and others often in situations that are non-productive and take away from the resources that should be used to provide even better services.

The California Department of Developmental Services (DDS), together with the 21 Regional Centers, has responsibility for a variety of monitoring requirements of thousands of service providers that support the 270,000 people who receive services through the regional center system. A large number of the service providers provide group or individual living and day activities or work services, and often provide a combination of supports. When services are grouped in a building, regulations require that services be licensed and monitored as well by Department of Social Services Community Care Licensing (CCL). Some living arrangements are licensed and monitored by the Department of Public Health. Many other entities also have monitoring responsibilities. As a result service providers must interface with a variety of requirements, licensures, accreditations and additional funding streams depending on the combination of services they offer. While review is welcomed in the ongoing pursuit of quality service, duplicating review efforts does not benefit people with developmental disabilities and wastes valuable resources.

In these fiscally challenging times people with developmental disabilities and their families want to ensure that state funding resources are dedicated to providing the services they need and are not wasted in duplicative and process oriented monitoring efforts. Service providers and regional centers share this desire. Because of this, the following unification of key quality assurance functions and simultaneous refocusing of the quality assurance system is proposed:

- Place under the DDS all licensing, certification and quality assurance functions regarding the health, welfare and safety of people with developmental disabilities. The quality assurance and improvement tasks would be held by DDS with some tasks delegated to regional centers.
- Expand the focus of quality standards to address individual outcomes for people served such as community inclusion, empowerment and choice as well as health and safety.
- Shift the focus of quality efforts to a service enhancement model that encourages and rewards service provider improvements.
- Department of Social Services will maintain enforcement responsibilities including fingerprinting processing and legally representing the State of California in the most serious of incidents.

This proposal will save limited state general fund dollars, simplify the lives of service providers and enhance the effectiveness of quality assurance efforts – thus it will improve the lives of people with developmental disabilities in California.

The grid that follows provides an overview of the duplication of monitoring functions with a focus on licensed facilities. Attached is a reference document that lists the statutes and regulations in place for the complex system of service provision for people with developmental disabilities in California.

*Note: A key follows the table that describes the regulations and statutes referenced in the material. [[Not included in SCDD Packet]]*

Developmental Services System – Lanterman Act (WIC), California Regulations Title 17 <i>Needs Assessment</i>	Community Care Licensing System and Health Care Licensing -- Health and Safety Code, California Regulation Title 22, Code of Federal Regulation	Other Entities For Employment Services -Department of Rehabilitation; For affordable housing - HUD
Purchase of service is regulated by individual consumer need/choice for self sufficiency (WIC 4648.1); Regional centers vary in practice as to whether overall needs information available	Requires Needs and Services Plan for each person entering the facility (T22 80068.2, 85068.2)	HUD Development requires need assessment.  Department of Rehabilitation needs assessments are completed through District Offices. (Rehabilitation Act of 1973)
<b>Vendor Application</b>  Regional center system focuses on service/program design elements. There are a variety of requirements based on service type. (T 17 Sec 54310, 56013, 56712)  Regional centers must respond to applications within 45 days of submission (T17 54320)  The regional center shall provide a residential services orientation for all persons who wish to become vendorized to provide services orientation by prescribed topics no less than every six months (T17 56003)	Licensing focuses on operations plan, fire clearance, criminal records clearance (T22 80017-46)  An 8 hour orientation required before submission of application (T22 Sec. 80001c)  For day programs and residential facilities, the typical application timeline is: - A response is sent within 90 days that the application is received; provisional license will be granted if application complete; visit made within 12 months for license For health care facilities – ICF Intermediate Care Facilities: - A response is sent within 90 days that the application is received; a visit is made - 90 days after the visit the license may be granted  Administrators must complete testing or coursework before the application can be processed; For health facilities a federally required qualified staff (QMRP) must be certified. (T22 Sec. 85064, CFR W 158 Sec 483.430)	Department of Rehabilitation initial certification prior to CARF accreditation (Title 9, California Code of Regulations [CCR], Division 3, Chapter 11, Section 7331)

Developmental Services System – Lanterman Act (WIC), California Regulations Title 17 <i>Vendor Ongoing Operations</i>	Community Care Licensing System and Health Care Licensing -- Health and Safety Code, California Regulation Title 22, Code of Federal Regulation	Other Entities For Employment Services -Department of Rehabilitation; For affordable housing - HUD -
<b>Incident Reporting</b> <i>Note: Slight variations in definitions and processes</i> Report to RCs w/in 24 hrs; written report in 48 hrs (T17 Sec 54327) RCs report to DDS w/in 48 hrs (T17 Sec 54327.1)	Vendor reports w/in 24 hrs; written report in 7 days (T22 Sec 80061) ICF Abuse Reporting Procedures [CFR 483.420(1)(6); (d)(2); (d)(4)]	Additional reporting for abuse (WIC 15600-01) Overlying requirements for mandated reporters (WIC 15630)
<b>Monitoring</b> - Quarterly visits to residence to review consumer funds and the facility (T17 Sec. 56047) -Annual monitoring visit by regional center (T 17 Sec. 56078) - ICF Quarterly Monitoring Requirements (T17 Sec 56103) - Allows for regional center review of programs as needed (WIC 4648.1)	- Unannounced annual visits (HSC 1534) -Visits in response to reported violations (HSC 1538) -Plan of correction follow-up (T22 Sec. 80053) - ICF survey – is often annual for 3 days (CFR 483)	Monitoring and Evaluation of Habilitation Program Services requiring CARF accreditation: Requires reviews 1-3 years depending on conditions of last accreditation. (T17 Sec 58850)  For HUD funding, requires annual Management Occupancy Reviews and REAC Inspections every 1-3 yrs depending on the last score
<b>Personnel Requirements</b> – variety of requirements by service type  Requirement References: T17 Sec. 56722, 56724-56754, 56752, 56037, 56038, 56040	Requirement References: Title 22 Sec. 80065 For ICFs: T 22 Sec.76913, 76891, 76878, 76905, 76863, 76872(k); HSC 1267.11	CARF Recruitment, retention, and qualifications (Section 1 Part I Standards 1-4)
<b>Physical Plant</b>  Regional Center assignment of Facility Liaison for Quality Assurance Monitoring of the Facility (T17 Sec 56048)	Fire Marshall Annual inspections for “protection of residents”, protection of fire workers. Local offices make specific recommendations based on general requirements.  Physical plant reviews are part of the annual visits (HSC 1534)	CARF Requirements for accessibility and architectural design (Section 1 Part 2 Standard 2A);  HUD Inspection of all aspects of physical plant

<p><b>Developmental Services System – Lanterman Act (WIC), California Regulations Title 17</b></p>	<p><b>Community Care Licensing System and Health Care Licensing -- Health and Safety Code, California Regulation Title 22, Code of Federal Regulation</b></p>	<p><b>Other Entities</b> For Employment Services -Department of Rehabilitation; For affordable housing - HUD -</p>
<p><b>Vendor Ongoing Operations, cont.</b></p>		
<p><b>Staff Training</b> – variety of requirements by service type Requirement References: T17, Sec. 56003, 56033-38, 56723</p>	<p>Requirement References: T22 Sec. 80065 ICF Staff Training Requirements, Medication Training (T22 Sec. 76873(c)-76873(c)(19); Abuse Training [CFR 76876(f)(1)(a-k)]</p>	<p>CARF for Employment: Orientation requires training in 12 different topic areas</p>
<p><b>Program Plan Requirements</b>  T17 Sec. 4646 (all) Individual Program Plan/Individual Service Plan requirements for each consumer T17 Sec. 58812 Individual Habilitation Services Plan (IHSP) for work programs</p>	<p>Expectation that the Needs and Services Plan used for service planning (T22 80068.2, 85068.2)  ICF Consumer Assessment Process [T22 76859(a)(1)-76859(c)(4)] ICF Consumer Assessment process [CFR 483.440(c)(4)(i)- 483.440 (c)(4)(v)]</p>	<p>Individual Plan for Employment required for employment services funded through Department of Rehabilitation (CCR Title 9)</p>
<p><b>Record Keeping</b> – variety of requirements by service type  Requirement References: T 17 Sec. 50603-6, 56059, 56710, 56728, 56730, 56732, 58831, 58811, 58822, 58831, 56714, 56059</p>	<p>Requirement References: T 22 Sec. 54326, 80070; CFR 483.410(c)(1)-483.410(c)(6)</p>	<p>CARF Consumer Records Review and cross references to other CARF Standards (Section 2 Part A Standard 11)  HUD Review of administrative and client records for accuracy and conformity to federal laws, e.g. fair housing, admissions/discharges, medical procedures, health and safety/crisis procedures, etc.; Review of administrative and client records for accuracy and conformity to federal laws, e.g. fair housing, admissions/discharges, medical procedures, health and safety/crisis procedures, etc.</p>

Developmental Services System – Lanterman Act (WIC), California Regulations Title 17 <i>Vendor Ongoing Operations, cont.</i> Medication Review	Community Care Licensing System and Health Care Licensing -- Health and Safety Code, California Regulation Title 22, Code of Federal Regulation	Other Entities For Employment Services -Department of Rehabilitation; For affordable housing - HUD -
T17 Sec 4646 Individual Program Plan Review	T22 Sec. 80075 Requirements for records of medications, physicians and instructions for medications; Sec. 76878(b) 76876(a) ICF Registered Nurse authority requirements	CARF Section 2 Part C Standards 1-4

**Key:**

California Code of Regulations Title 17: Contains regulations promulgated under the Lanterman Act by the Department of Developmental Services affecting specific providers of services to people with developmental disabilities.

California Code of Regulations Title 22: Contains regulations promulgated by Department of Social Services which apply to all community care facilities regulated by the Community Care Licensing Division. Also contains regulations promulgated by the Department of Public Health which apply to Intermediate Health Care residential facilities.

Lanterman Act, California Welfare and Institutions Code: defines the rights of persons with developmental disabilities and establishes how services will be delivered.

CARF: A private national monitoring entity. Department of Rehabilitation requires CARF accreditation for vendors

HUD: Housing and Urban Development regulates funded affordable housing.

Code of Federal Regulation: codification of the general and permanent rules published in the Federal Register by the executive departments and agencies of the Federal Government.

Rehabilitation Act of 1973: authorizes grants to States for vocational rehabilitation services, with special emphasis on services to those with the most severe handicaps

California Health and Safety Code: Contains the state code covering the subject areas of health and safety including the Departments of Social Services and Public Health.

## Assembly Bill 420 (DICKINSON)

### Disruption and Defiance: Reducing Grounds for Harsh Discipline

**Bill Summary:** AB 420 limits the use of subdivision (k) of Section 48900 which currently provides for the suspension or expulsion of any student who has "disrupted school activities or otherwise willfully defied the valid authority" of school personnel.

Instead, AB 420 encourages the use of other means of correction as the preferred remedy for acts of disruption and defiance. It further narrows the application of this section to only allow for suspension of high school students after multiple offenses and removes the ability to expel students for such acts.

**Problem:** Existing law provides that students can be suspended or recommended for expulsion from a school district for willful defiance, defined simply as: *disrupting school activities or otherwise willfully defying the valid authority of school staff.* Without regard to the severity, under this highly subjective category, students can be suspended or expelled from the entire district and denied valuable instructional time for any disruptive or defiant behavior including failing to turn in homework, not paying attention, or refusing to follow directions.

According to unofficial data obtained from the California Department of Education (CDE), it is estimated that "willful defiance" was identified as the most "severe" grounds for between 8-12% of all expulsions and 42% of all suspensions (five days or less) in 2010-11.

More than two decades of research has confirmed that out-of-school suspension and expulsion for such lower level conduct does not work. It does not improve student behavior and, in fact, can exacerbate the problem. In addition, students who are subjected to out-of-school discipline not only lose important instructional time, they are far more likely to drop out of school and enter the juvenile delinquency system, at great cost to the state, than students whose problem behaviors are addressed proactively with research-based supports and interventions in school and with parents.

Further, research reveals that students of color are disproportionately suspended and expelled for low level, subjective offenses like willful defiance, and this leads these students to have disproportionately worse educational outcomes than other student groups. In a 2012 data report issued by the U.S. Department of Education's Office for Civil Rights, African-American

students in California were more than 3 times as likely to be suspended as white students.

**This Bill** would limit the authority of a superintendent of a school district and principal by only allowing a pupil enrolled in any of grades 6 to 12, inclusive, to be suspended, but not expelled, for willful defiance on or after the 3<sup>rd</sup> offense in a school year, provided other means of correction were attempted before the recommendation to suspend. The bill also would state the intent of the Legislature to minimize the excessive use of willful defiance and encourage schools to instead prioritize the use of alternative means of correction.

This bill does not limit other Education Code provisions that are more clearly defined, including (EC 48900.4) the ability to suspend or expel students in grade 4 through 12 for harassment, threats, and intimidation that rise to the level of materially disrupting classwork, creating substantial disorder, and invading the rights of students and school personnel by creating a hostile education environment. In essence, the bill leaves in place more than 20 other reasons a student may be taken out of school, recommended for expulsion, or involuntarily transferred to another in-district school.

**Support:** Brothers, Sons, Selves (Co-Sponsor) \* Children Now (Co-sponsor) \* Fight Crime: Invest in Kids (Co-sponsor) \* Public Counsel (Co-sponsor) \* ACLU (Co-sponsor) \* Children's Defense Fund \* Community Asset Development Re-defining Education \* Gay-Straight Alliance Network \* Labor Community Strategy Center \* Legal Services for Children \* Restorative Schools Vision Project \* The Gay and Lesbian Community Services Center of Orange County \* Violence Prevention Coalition \* Youth and Education Law Project \* Youth Leadership Institute \* Liberty Hill Foundation. \*Cadre \* Youth Law Center \* Western Center on Law and Poverty \* Mills Legal Clinic \* Black Parallel School Board \* Intercity Struggle \* Khmer Girls in Action \* Community Coalition \* The Weingart East Los Angeles YMCA \* Brotherhood Crusade \* The Center of Orange County \* Equality California \* California Correctional Peace Officers Assn \* California State PTA \* Disability Rights Legal Center \* East Bay Children's Law Offices \* Mental Health Advocacy Services \* Vallejo Unified School District \* Disability Rights Education an Defense Fund \* Peace Over

**Assembly Bill 420 (DICKINSON)**  
**Disruption and Defiance: Reducing Grounds for Harsh Discipline**

Violence; \*Californians for Justice; \*Los Angeles Unified School District; \*Lawyers Committee for Civil Rights; \*MALDEF; \*California Black Health Network; \*The Children's Movement of California; \*PICO; \*National Lawyers Guild of Sacramento; \*California Mental Health Directors Association; \*Policy Link;

**Opposition:** \*California School Boards Assn. (Oppose Unless Amended); \*Small School Districts Association; \*California Federation of Teachers (Oppose Unless Amended); \*Association of California School Administrators (Oppose Unless Amended);

**Contact:** Les Spahnn; 916-319-2009 or [leslie.spahnn@asm.ca.gov](mailto:leslie.spahnn@asm.ca.gov)



# Program Development Committee

Meeting Minutes of June 3, 2013

Sacramento, California

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## Members Present

Jennifer Allen  
Jonathan Clarkson  
Janelle Lewis (Chair)  
Trena Wade  
Robin Hansen  
Patty O'Brien  
Rebecca Donabed

## Members Absent

Molly Kennedy  
Austin Taylor  
Carmela Garnica

## Others Present

Kristie Allensworth, Staff  
Roberta Newton, Staff  
Mary Agnes Nolan, Staff  
Mark Polit, Staff

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### 1. Call to Order

Janelle Lewis, Chairperson, called the meeting to order at 1:06pm

### 2. Quorum

A quorum was established.

### 3. Welcome and Introductions

Those in attendance introduced themselves.

### 4. Public Comments

No public comments were presented.

### 5. Approval of minutes

Jonathan Clarkson moved and Rebecca Donabed seconded to accept the March 5, 2013 PDC minutes.

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MOTION TO ACCEPT: Jonathan Clarkson	SECONDED: Rebecca Donabed	APPROVE: 6	OPPOSE: 0	ABSTAIN: 0
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Jonathan Clarkson moved and Jennifer Allen seconded to accept the April 23, 2013 PDC minutes.

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MOTION TO ACCEPT: Jonathan Clarkson	SECONDED: Jennifer Allen	APPROVE: 6	OPPOSE: 0	ABSTAIN: 0
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### 6. Recommendation for Self-Advocacy Support Grant.

Mark Polit explained the review process for the 5 proposals received. First, Sarah VanDyke and Kristie Allensworth did a technical review of the proposals against the minimum

requirements established in the RFP. They scored the proposals as Responsive, Partially Responsive, or Non-Responsive. Then program staff (Roberta Newton, Mary-Agnes Nolan, and Mark Polit) reviewed the five proposals and scored them against the scoring criteria in the RFP. One proposal was non-responsive to the RFP. Of the other four proposals CAPC and Get Safe scored the highest, and were about even. Staff gave no recommendation on which grant to select.

Chairperson Lewis asked the self-advocates on the PDC what their preference was, since the contractor would be working with the self-advocates. Trena Wade agreed with the staff scoring that CAPC and Get Safe were clearly the best. She said that the SSAN advocates were very interested that the contract be cost-effective, and the CAPC proposal is more cost effective. Jennifer Allen indicated that Get Safe was more focused on personal support, but that CAPC focused more on helping the self-advocates with the business of developing SSAN, which is what SSAN needs. Trena concurred that the contract needs to focus on the business of SSAN, and that CAPC was superior in that regard also.

The committee focused on two items in the CAPC proposal that raise questions: (1) Use of the title "Case Manager" and (2) 70 hours for self-advocacy advisors, since the committee felt that the contractor should consult with SSAN self-advocates, not self-advocates from the outside. Jonathan asked if the self-advocates would support the CAPC grant, irrespective of how that was clarified. The answer was "yes." The other members of the committee indicated they were comfortable with the preference of the self-advocates.

**Jonathan Clarkson** moved and **Patti O'Brien** seconded to recommend the CAPC self-advocacy support proposal to the Council; and to ask staff to get clarifications on the two items in question.

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<b>MOTION:</b> <i>Jonathan Clarkson</i>	<b>SECONDED:</b> <i>Patti O'Brien</i>	<b>APPROVE:</b> 7	<b>OPPOSE:</b> 0	<b>ABSTAIN:</b> 0
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## **7. Request for Proposals Change for Cycle 36 Facilitation Grant**

**Roberta Newton** explained that there were no bids for the facilitation RFP. Roberta and Mark Polit made calls to a few potential bidders and learned, among other things, that the maximum grant amount was viewed as too low for the scope of work. Roberta and Mark recommended increasing the maximum award to \$30,000 and distributing the RFP to agencies that have experience in organizing facilitators and support staff, such as supported living, independent living, and respite agencies.

**Jonathan Clarkson** moved and **Patti O'Brien** seconded to recommend to the Executive Committee to re-issue the facilitation RFP, to increase the maximum award to \$30,000, and to target distribution to SLS, ILS, and respite agencies.

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<b>MOTION:</b> <i>Jonathan Clarkson</i>	<b>SECONDED:</b> <i>Patti O'Brien</i>	<b>APPROVE:</b> 7	<b>OPPOSE:</b> 0	<b>ABSTAIN:</b> 0
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## 8. Request for Proposals Cycle 36 Area Board Mini Grants

**Roberta Newton** presented the draft standard RFP for the Area Board mini grants. She noted that each Area Board would customize the RFP with their contact information and which State Plan goals they wanted applicants to address. **Robin Hansen** asked if staff had researched if federal grants were limited to maximum percentage of the grant going to overhead. Roberta explained that federal grants have no such requirement, but the Council could include a maximum in its own grants. Robin suggested that the Council designate a maximum for its grants. The PDC will address that issue at its July meeting.

**Jonathan Clarkson** moved and **Janelle Lewis** seconded to require a 15% maximum for overhead in the Area Board RFP.

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<b>MOTION:</b> <i>Jonathan Clarkson</i>	<b>SECONDED:</b> <i>Janelle Lewis</i>	<b>APPROVE:</b> 7	<b>OPPOSE:</b> 0	<b>ABSTAIN:</b> 0
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**Rebecca Donabed** moved and **Robin Hansen** seconded to approve the Area Board Mini Grant RFP, as amended.

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<b>MOTION:</b> <i>Rebecca Donabed</i>	<b>SECONDED:</b> <i>Robin Hansen</i>	<b>APPROVE:</b> 7	<b>OPPOSE:</b> 0	<b>ABSTAIN:</b> 0
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## 9. Planning for Future Meetings

The next meeting will be July 15, from 1-2 PM, to review applications responding to the Facilitation RFP; and to discuss setting a maximum percentage for overhead costs for future State Council grants.

The PDC will meet on September 5 to, at a minimum, review the recommendations of the Area Boards for the mini-grants; and on November 5 to, at a minimum, make a recommendation on the second year of funding for the Jay Nolan grant.

## 8. Adjournment

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<b>MOTION TO ADJOURN:</b> <i>Janelle Lewis</i>	<b>SECONDED:</b> <i>Jonathan Clarkson</i>	<b>APPROVE:</b> 7	<b>OPPOSE:</b> 0	<b>ABSTAIN:</b> 0
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The meeting was adjourned at 2:07 PM by Chairperson Lewis.

**DETAIL SHEET**  
**Self-Advocacy Support and Facilitation Grant Selections**

**ISSUE:** Recommendation to award the Self-Advocacy Support Grant for Cycle 36 to CAPC. Recommendation for award of Self-Advocacy Facilitation Grant for Cycle 36 will be announced at the Council meeting.

**SUMMARY:** The Council issued an RFP for the Self Advocacy Support Grant for up to \$160,000 per year, for up to two years. There were 4 responsive proposals. The PDC selected CAPC to recommend for funding.

The Council issued an RFP for the Self Advocacy Facilitation Grant for up to \$30,000 per year. The filing deadline for proposals is July 8, which falls after the 10 day deadline for posting the agenda for the Council's July 17 meeting. The PDC is meeting July 15 to review the proposals and make a recommendation to Council for funding.

**COUNCIL STRATEGIC PLAN GOALS/OBJECTIVES:**    **Goal #1, Objective 1a)** The Council will promote the stability and expansion of a statewide self-advocacy network through financial and in-kind support, which includes ensuring that local delegates are able to participate effectively in statewide meetings and events. **Goal #1, Objective 1b)** The Council will strengthen existing self-advocacy groups and promote establishment of new groups at the local level. **Goal #8, Objective 8a)** The State Council's Employment First Committee will continue to identify strategies and monitor progress towards implementation of the employment first policy.

**PRIOR COUNCIL ACTIVITY:** Beginning in 1983 with the Council Committee on Consumer Involvement, the Council has been a leader in promoting self-advocacy through grants and direct self-advocacy support. In 1994, the Council adopted a policy on facilitation and support of self-advocates who were members of the Council. In 2000, the reauthorized DD Act required that Councils support a statewide Self-Advocacy organization. In response, the Council supported the growth of People First of California. Two years ago the Council established the Statewide Self-Advocacy Network (SSAN) at which time the Council contracted with Board Resource Center (BRC) to provide SSAN support in planning, leadership development, facilitation, media, and logistics, as well as support to self-advocates on the EFC and SAAC.

Due to irregularities in the grant making process, the self-advocacy support contract with BRC was terminated as of January 4, 2013. The Council committed Council staff to continue basic support for the SSAN, SAAC, and EFC self-advocates until another grant can be awarded. The PDC and Council staff consulted extensively with self-advocate leaders on the SSAN, SAAC, and EFC in preparing RFPs.

On March 20, 2013, the Council approved the RFP for a Self-Advocacy Support Grant for up to \$160,000, for up to two years. The Council also approved an RFP for a Self-Advocacy Facilitation Grant for up to \$20,000 for up to two years.

There were no bids in response to the Self-Advocacy Facilitation grant. The Council was informed of that at the May 15 meeting and told that the PDC and Executive Committee would consider acting to increase the amount of the grant. The PDC met on June 3 and recommended to the Executive Committee that the grant be increased to up to \$30,000 per year. The Executive Committee approved that request on June 9, and the RFP was re-issued on June 10 for \$30,000.

**BACKGROUND:** The self-advocates on SSAN have created a vibrant and ambitious network with broad representation. SSAN consists of representatives from each Area Board, the Council, People First of California, the Department of Developmental Services Consumer Advisory Committee, the UCEDDs, Disability Rights California, and the California Foundation for Independent Living Centers.

**ANALYSIS/DISCUSSION:** In response to the Self-Advocacy Support Grant. RFP, the Council received 5 proposals, four of which were responsive to the RFP: CAPC, Get Safe, Supported Life Institute (SLI), and Futures Explored.

Administrative staff Sarah VanDyke and Kristie Allensworth did a technical review of the proposals against the minimum requirements established in the RFP. They scored the proposals as Responsive, Partially Responsive, or Non-Responsive. Then program staff (Roberta Newton, Mary-Agnes Nolan, and Mark Polit) reviewed the five proposals and scored them against the scoring criteria in the RFP. One proposal was non-responsive to the RFP. Of the other four proposals CAPC and Get Safe scored the highest, and were about even. Staff gave no recommendation on which grant to select.

	<b>CAPC</b>	<b>Get Safe</b>	<b>SLI</b>	<b>Futures Explored</b>
<b>Total Score</b>	<b>249</b>	<b>248</b>	<b>217</b>	<b>155</b>

### **Scoring Criteria Used (from the Support Grant RFP)**

1. The extent to which the applicant has experience, knowledge, and demonstrates the ability to accomplish what is being proposed (30 points available)
2. The extent to which the budget is reasonable and appropriate for accomplishing the objective of the proposal and maximizes the use of grant resources for delivery of project services. (10 points available)
3. Sound methodology with appropriate timeframes for meeting project goals and objectives; has a timely and reasonable work plan for meeting goals and objectives. (25 points available).
4. Knowledge and ability to deliver high quality educational materials in a variety of formats (20 points available).
5. Ability to use technology effectively (5 points available).
6. An understanding of, commitment to, and the ability to grow the self-advocacy movement (10 points available)

Self-Advocates on the committee expressed a preference for the CAPC proposal because it is more cost effective, including a second year within the total budget of \$155,844 (\$103,822 in year one and \$52,022 in year two). All other proposals were for close to \$160,000 for a single year.

The Self-Advocates also stated that the CAPC proposal is more focused on helping the SSAN with the business of growth, instead of on personal development.

The PDC voted 7-0-0 to recommend the CAPC grant proposal for funding

**PDC RECOMMENDATION:** Award the Cycle 36 Self-Advocacy Support Grant to CAPC for \$155,844 over two years, as specified in the proposal.

The PDC will review the Self-Advocacy Facilitation Grant proposals at their July 15 meeting to make a recommendation to Council at the July 17, 2013 meeting.

**ATTACHMENT(S):** CAPC proposal.

**PREPARED:** Mark Polit, July 2, 2013



April 29, 2013

State Council on Developmental Disabilities  
1507 21st Street, Suite 210  
Sacramento, CA 95811  
Attention: Kristie Allensworth

To whom it may concern:

It is with great pleasure that CAPC submits this proposal in response to the Self-Advocacy Support Grant. We have a long history of partnering with and supporting self-advocates to great success. We offer a well rounded and experienced team with a proven history of translating materials into plain language, developing advocacy and educational presentations, with and for self-advocates, using and instructing novice users in technology and social media for communication purposes, and thorough knowledge of Open Meeting and related laws. that will meet the Council's State Plan self-advocacy goal and objective quite week.

We have carefully read and understand all the provisions in this RFP and agree to be bound by them. We fully read and reviewed the terms and conditions as stated in the State Contracting Requirements, attached to the RFP, and, that by submitting a response understands that this document represents the agreement that we will be expected to execute if we are successfully awarded a Cycle 35 CPDG from the SCDD.

Please do not hesitate to contact me if you have any questions.

Sincerely,

  
Carolyn Ann Reggio  
Executive Director

ORIGINAL  
COPY

## Self Advocacy Support Grant



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### Statement of Purpose/Overall Approach

CAPC proposes a variety of leadership development supports through a self-advocate and staff team that includes technology and other expert services to assist three state-wide California self-advocacy groups in accomplishing its leadership goals. As well, technical assistance will be provided to the supporting service system entities. The three self-advocacy groups are the Statewide Self-Advocacy Network (SSAN), the Self-Advocate Advisory Committee (SAAC), and the Employment First Committee (EFC).

CAPC, Inc. is a non-profit organization dedicated to serving adults with developmental disabilities, ages 18 and over, in greater Los Angeles and Orange County. CAPC provides supports by the philosophy that all people with disabilities are individuals with the ability to lead self-directed, productive, fulfilling lives while becoming contributing and respected members of their home communities. CAPC's innovative and individualized Supported Employment and Supported Living services support over 180 adults per year. Through individualized instruction, academic support, facilitated communication and life skills training, individuals with disabilities are continuing their post high school education, finishing vocational careers, going on to two and four year colleges, finding internships in their field of interest, moving out to their first apartment and becoming employed in their communities.

The CAPC team will provide leadership coaching and training, support in using technological applications for leadership communications, and training materials in plain language and a variety of formats with needed language translation. The CAPC team will be led by Project Director Sherry Beamer. The supports to be provided include

leadership coaching, strategic and project planning, meeting location research and coordination, and training development and material development in plain language.

CAPC will contract with a disability service system evaluation specialist to conduct a yearly evaluation. The evaluation will assess strategy effectiveness in core leadership areas for accessibility, application and replication. As a regular practice with the self-advocacy group leaders the CAPC team will assist in providing survey tools for ongoing assessment of leadership skill development, training quality, and comprehension of presentations and usability of adapted materials. This will include quality assessments of the facilitation and support agency.

All activities will be conducted by the following underlying tenets of the United Nations Convention on the Rights of People with Disabilities:

- Recognizing the valued existing and potential contributions made by persons with disabilities to the overall well-being and diversity of their communities which will result in their enhanced sense of belonging and in significant advances in the human, social and economic development of society and the eradication of poverty.
- Considering that persons with disabilities should have the opportunity to be actively involved in decision-making processes about policies and programs, including those directly concerning them.

As well, Americans with Disabilities Act standards for accessible meetings, online content and effective communication will be followed, along with the best practice principles for plain language, Train the Trainer content development, strategic planning and leadership coaching.

## Proposal Narrative

### *Work Plan Grid*

<b>Grant Requirement</b>	<b>O</b>	<b>N</b>	<b>D</b>	<b>J</b>	<b>F</b>	<b>M</b>	<b>A</b>	<b>M</b>	<b>J</b>	<b>J</b>	<b>A</b>	<b>S</b>
<b>Leadership Coaching</b>												
SSAN: Assisting, consulting Chair, Vice Chair developing agenda, mtg plans, follow-up (4x/yr)	X	X	X	X	X	X	X	X	X	X	X	X
SSAN: Assist in developing annual plan, implementation (4x/yr)	X	X	X	X	X	X	X	X	X	X	X	X
SAAC: Assisting, consulting w/Chair in developing agenda, Council report, meeting plans, required follow-up (6x/yr)	X	X	X	X	X	X	X	X	X	X	X	X
<b>Meeting Logistics</b>												
<b>SSAN:</b>												
Mtg location research, event planning, reasonable accommodation (4x/yr)	X	X	X	X	X			X			X	
Written and alternative materials (4x/yr)	X	X		X	X		X	X		X	X	
<b>SAAC:</b>												
Written/alternative materials as needed/requested by Chair	X	X	X	X	X	X	X	X	X	X	X	X
<b>EFC:</b>												
Written/alternative materials as needed/requested by Chair	X	X		X	X		X	X		X	X	
Support and guidance for time limited self-advocacy project			X			X			X			X
<b>Training/Train the Trainer</b>												
Develop SSAN 4 training presentations, selected with membership, incl speakers variety of formats	X	X	X	X	X	X	X	X	X	X	X	X
<b>Video Products:</b>												
Upon request, 2 presentations will be condensed and produced into 15 minute videos with plain language posted on website						X	X			X	X	X
<b>Plain Language Materials</b>												
<b>SSAN:</b>												
All materials developed	X	X	X	X	X	X	X	X	X	X	X	X
Develop brochure	X	X	X									
Print brochure for wide distribution				X								
<b>SAAC:</b>												
Council packet, materials directed by Chair	X	X	X	X	X	X	X	X	X	X	X	X
<b>EFC:</b>												
Packet and materials, Self-Advocacy Specialist		X			X			X			X	
<b>Technology mentoring</b>	X	X	X	X	X	X	X	X	X	X	X	X
<b>Technical Support to Area Boards and Regions</b>	X	X	X	X	X	X	X	X	X	X	X	X
<b>Evaluation:</b> data collection, QA checks, reports		X	X	X	X	X	X	X	X	X	X	X

## Measurable Goals, Objectives, Implementation Strategies, Outcomes:

*Leadership Coaching:* for the leaders of the three groups in developing meeting agendas, report making, plans and follow-up activities; in strategic planning in order to develop and implement an annual plan for the SSAN, potential self-advocacy project for EFC.

Sherry Beamer will take lead responsibility for leadership coaching. As desired the self advocacy group leaders will work with Sherry to complete an assessment that reviews best practices such as excellent meetings, management, planning, leadership and member relations. Leadership coaching will assure safe and challenging arrangements with a focus on self-awareness, learning from experience and role modeling. This will include strategic and project planning using assessment, strategy and evaluation sections. As scheduled in the Work Plan grid, after a schedule is developed with the SSAN and SSAC coaching is anticipated in preparation of each meeting including follow-up from the prior meeting, and as needed based on the assessment in-between meetings.

*Meeting Logistics:* Meeting location research including reasonable accommodation checks and event planning for SSAN meetings on behalf of the State Council and coordination with the Facilitation and Attendant Services contractor.

Americans with Disabilities Act (ADA) guidelines will be utilized to assist in selecting meeting locations. This includes maneuverability in meeting rooms and restrooms, parking, restaurants that can accommodate special diets, local public accessible transportation, lighting, room setup, entrance and doors, and audible and visual fire and emergency systems. As well, if there are staff involved with the locations

they will be checked for great customer service and/or will be trained in accommodations.

*Training Development:* production and implementation support for a four module Train the Trainer series with the SSAN available in a variety of formats, including two 15 minute video courses to be posted on the State Council website if requested.

The SSAN training, after topics are selected by the members, will be developed with learning by doing principles. In order to support a Train the Trainers component solid lesson plans and visual materials with learning activities will be developed. Basic information will be provided for the trainers about learning styles and how to be a confident teacher.

*Video Products:* if it is decided that video products of two of the training sessions will be produced, filming of the sessions will be converted into an online course. Technical support will be provided to place the course on the State Council's website. The course will be developed by universal design principles. The principles include:

- Developing content first, then course design.
- Provide simple, consistent navigation.
- Include an accommodation statement.
- Choose Content Management System tools carefully.
- Use color with care.
- Provide accessible document formats.
- Choose fonts carefully.

*Plain Language Material Development:* for the SSAN brochure and leadership/meeting materials, the State Council meeting packets including the SAAC materials, and any needed EFC meeting packet and other materials.

Training and communication materials will be developed by plain language principals with communication that the audience can understand the first time they read or hear. Writing techniques that will be used include logical organization with the reader in mind, first person, active voice, short sentences, common everyday words, increased font size, and easy design features. These include pictorial representations with photos, public domain resources like the California Department of Developmental Services' *Ways to Make Complex Information Simple*. As there is not a lot of good stock photography available of people with disabilities, commissioning of appropriate images is needed.

### Evaluation Plan

Evaluation data will be collected by members of each group meeting and activity and forwarded to the evaluation specialist. Quarterly quality assurance contact will be made to the group leaders. The data will be tabulated, interpreted and reported quarterly. A year-end report will be completed that will cover the following with the groups:

- What do you think the grant has accomplished?
- How did the grant meet/not meet your expectations?
- What was most helpful/least helpful with the grant?
- What would you do differently with the grant?
- What additional supports or services do you think were needed in the implementation of the grant?

## Project Team Qualifications

CAPC has been supporting a large number of self-advocacy groups since the Southern California development through North Los Angeles County Regional Center in the early 1990s. Today all 180 people CAPC supports can join or start a self-advocacy group. Currently CAPC has 10 groups in operation. CAPC's Executive Director, Carolyn Ann Reggio, has been with the organization for 29 years. Since starting as a Companion Care Instructor she has held several positions which have included overseeing CAPC's self advocacy program and currently includes facilitating a self advocacy group. Her vast knowledge of the self advocacy movement and strong community relations will be utilized in performance of this grant. Edith Fierro, Renee Gonzales and Joseph Mainez lead CAPC's over 160 staff members in the area of self-advocacy opportunities and growth. With more than 20 years experience at CAPC, Edith provides training and guidance to facilitators and self-advocates. She serves as a conduit between CAPC's individuals served, direct service staff and CAPC's administration and Board of Directors to monitor and improve on CAPC's self advocacy program. In addition, she currently facilitates one of CAPC's self advocacy groups. Renee's passion to empower those she supports drives from her involvement with working with the Area Boards and serving as a trainer to new staff and individuals served by CAPC. Joseph's background in supporting individuals with communication and behavioral barriers has proven to be an asset in providing company-wide workshops and trainings specifically in the area of self-advocacy. Jim Ditter, CAPC Individual Served and Board Member has been a statewide leader in the self advocacy movement. He has grown attendance at the San Diego People First conference from



one individual served by CAPC nine years ago to 58 individuals expected to attend the upcoming conference. Jim is a mentor to other self advocates and encourages all individuals to learn to advocate for themselves and become part of the self advocacy community.

Sherry Beamer will have lead responsibility as the Project Director for the Self Advocacy Support Grant. Sherry has been involved in the self-advocacy movement since 1990 when she led the self-advocacy project at North Los Angeles County Regional Center that established a network of self-advocacy groups that remain in existence today. This led to a long-term relationship with the Self-Advocacy Board of Los Angeles County; Sherry served as the conference coordinator for several years assisting in selecting the hotels for the best adapted accommodations possible. Sherry has assisted a variety of organizations in strategic planning and other leadership activities her entire professional career of over 16 years experience including self-advocacy organizations. Planning has included California system change for customized employment and micro-enterprise development. She co-created the Board Resource Center and has over ten years experience adapted materials into plain language and leadership training designed for people with disabilities. Sherry was the project lead for the *Consumer Guide to the Lanterman Act*. As well she was lead for the *Robert's Choice; Beginning Steps to Self Advocacy* video training project. Sherry also has online learning development, technology mentoring and marketing communication experience after three years working for the web-based Essential Learning. A recent set of courses were built with video inserts with the Center for Self-Determination for Medicaid Waiver required training for the program.

## Project Role Responsibilities

### *Project Director:*

- Lead responsibility for achieving grant outcomes
- Lead leadership coach, project planner
- Contracting with and managing work of vendors/contractors
- Report development
- Oversee and manage grant experts, vendors and project evaluator
- Oversee Director of Services

### *Director of Services:*

- Assist the Project Director in working with self advocacy groups
- Oversee the Case Managers duties
- Coordinate inclusion of CAPC self advocacy experts in the grant process
- Provide input in all areas of instructional material and brochures

### *Case Manager:*

- Assist Project Director and Director of Services working with self advocacy groups
- Manage, coordinate and assist CAPC self advocacy experts in the grant process

### *Self Advocacy Experts*

- Provide Project Director, Director of Services and Case Manager input on the needs of self advocates
- Assist in providing input on video production, technology needs and brochures, teaching materials to be provided to the self advocacy groups

## Project Leaders Job Descriptions

### *Executive Director-*

- Provide necessary information for the Board of Directors to responsibly fulfill oversight responsibilities of CAPC
- Coordinate the development and implementation of CAPC's strategic plan
- Develop, implement, and administer policies and procedures to govern the administration of CAPC
- Oversee grant requests & implementation
- Promote CAPC marketing, supported employment, and fundraising goals and objectives by meeting with and presenting to relevant community members and organizations (e.g., Chambers of Commerce, service clubs, social organizations, etc.)

- Maintain necessary communications with staff, individuals, families, funding sources, community organizations and members to market CAPC services and promote self advocacy

#### Project Director-

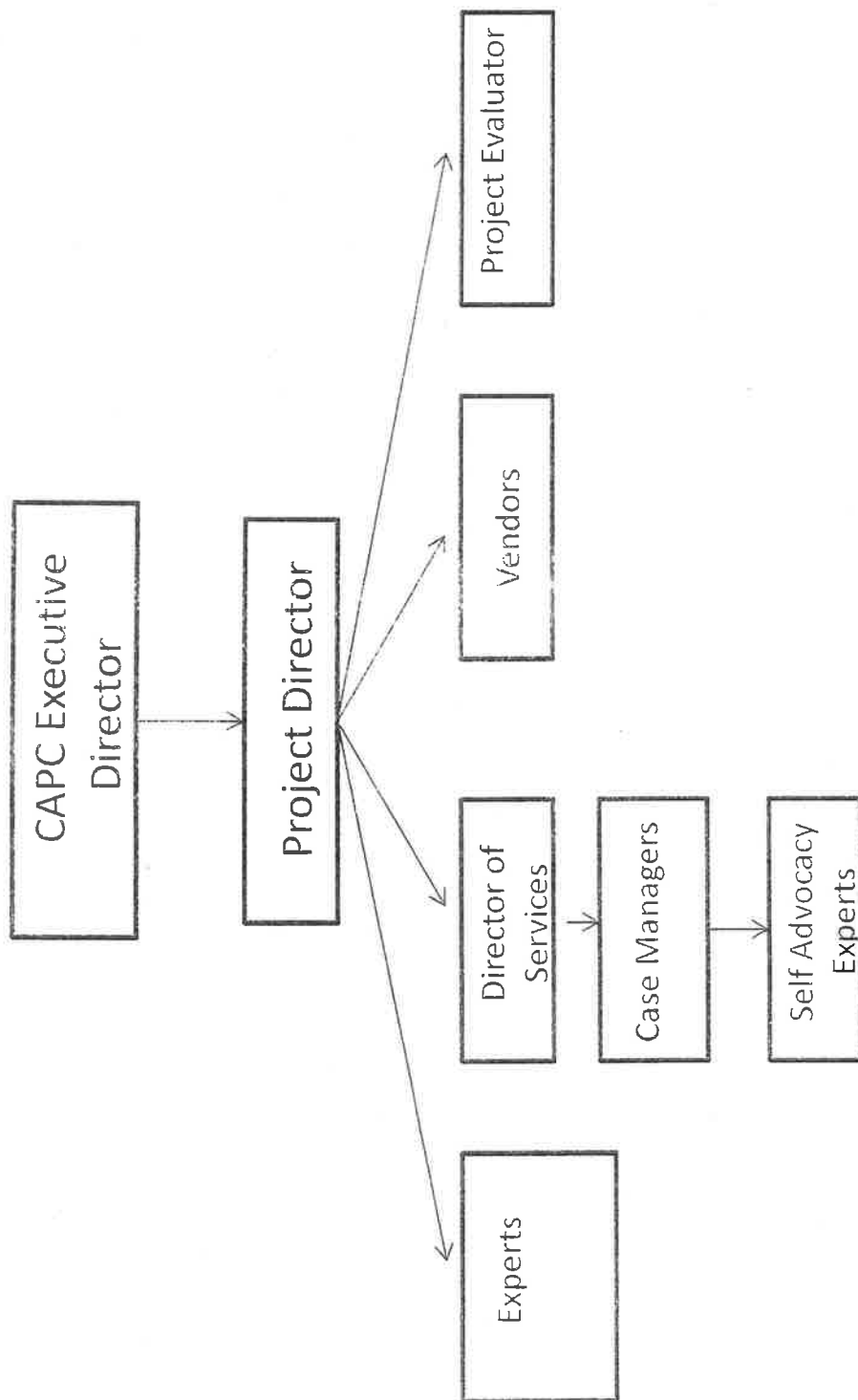
- Develop and administer appropriate grants and maintain all reporting requirements as outlined in the grant.
- Oversee individual/family trainings and self advocacy groups
- Provide support and guidance to staff on individual services and issues, including adaptations and instructional strategies for individuals, which lead to further independence.
- Maintain necessary communications with staff, individuals, families, self advocacy groups, funding sources, community organizations and members to market CAPC services.

#### Director of Services-

- Manage and support all CAPC self advocacy groups and services
- Provide support and guidance to Case Managers on individual services and issues, including adaptations and instructional strategies for individuals which lead to further independence
- Maintain up-to-date knowledge of best practices in the area of supported living services, supported employment and self advocacy

#### Case Managers-

- Coordinate all individual services to facilitate individuals' attainment of goals and objectives utilizing best practices and the self advocacy approach
- Monitor individuals' progress towards an improved quality of life
- Maintain regular communication with individuals' families and circles of support, when appropriate





**ATTACHMENT 3**

**BUDGET**

<b>Line Item</b>	<b>2013-2014</b>	<b>2014-2015</b>	<b>Total</b>
<b>A. Personnel Services</b>			
Project Director 490 hrs @\$62.50/hour	\$ 22,969	\$ 7,656	\$ 30,625
Director of Services 60 hrs @ \$31.93/hour	\$ 1,437	\$ 479	\$ 1,916
Case Manager 204 hrs @ \$19.83/hour	\$ 3,034	\$ 1,011	\$ 4,045
Case Manager 204 hrs @ \$17.00/hour	\$ 2,601	\$ 867	\$ 3,468
Staff Benefits- Medical Insurance	\$ 2,594	\$ 864	\$ 3,458
Payroll Taxes & W/C Insurance	\$ 2,599	\$ 866	\$ 3,465
<b>Total Personnel Services</b>	<b>\$ 35,234</b>	<b>\$ 11,743</b>	<b>\$ 46,977</b>
<b>B. Consultants/Subcontractors</b>			
Self Advocacy Consultants	\$ 525	\$ 175	\$ 700
Video Production	\$ 20,000	\$ 25,000	\$ 45,000
Video Production- 15 minute videos to be posted on website	\$ 5,000	\$ 5,000	\$ 10,000
Brochure translator	\$ 4,000		\$ 4,000
Evaluation consultant	\$ 2,250	\$ 750	\$ 3,000
<b>Total Subcontractors</b>	<b>\$ 31,775</b>	<b>\$ 30,925</b>	<b>\$ 62,700</b>

**C. Travel Costs**

Travel to SSAN, SAAC and EFC meetings	\$ 10,500	\$ 3,500	\$ 14,000
<b>Total Travel Costs</b>	<b>\$ 10,500</b>	<b>\$ 3,500</b>	<b>\$ 14,000</b>

**D. Operating Costs**

Commissioned photos for brochures	\$ 3,500		\$ 3,500
Printing of multi-language brochures	\$ 10,000		\$ 10,000
Copy paper, supplies,	\$ 3,375	\$ 1,125	\$ 4,500
In-Kind Contributions			
Business community experts	n/c	n/c	n/c
Rent, phones and office support	n/c	n/c	n/c
<b>Total Operating Costs</b>	<b>\$ 16,875</b>	<b>\$ 1,125</b>	<b>\$ 18,000</b>

**E. Administrative Overhead**

	\$ 9,438	\$ 4,729	\$ 14,167
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**TOTAL CONTRACT**

	<b>\$ 103,822</b>	<b>\$ 52,022</b>	<b>\$ 155,844</b>
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## **ATTACHMENT 3**

### **LINE ITEM BUDGET NARRATIVE**

#### **A. Personnel**

1. The project has budgeted for a Project Director at an average of 9.5 hours per week over a 12 month period. The Project Director will attend the SSAN, SAAC and EFC meetings and work with the chairs in developing and implementing annual plans, agenda, meeting plans and follow up. The Project Director will be the lead position in developing written/alternative materials, training presentations, video products, plain language materials and technological support. The Project Director will coordinate and oversee all experts and work directly with vendors on the project.
2. The Director of Services is budgeted at an average of 1.25 hours per week over a 12 month period. The Director of Services will assist the Project Director in her duties working directly with the self advocacy groups, experts and vendors.
3. Case Managers (2) are budgeted at an average of 4 hours per week each over a 12 month period. The Case Managers will work with the self advocacy groups, assist the Project Director and Director of Services as needed and work directly with CAPC individuals served who will act as consultants in providing self advocacy expertise.
4. Staff Benefits – CAPC pays a portion of medical and dental coverage for its full-time employees. This amount represents medical and dental costs allocated by the ratio of total hours to be worked on the grant to total work hours in a calendar year.
5. Payroll Taxes and Workmen's Compensation Insurance – This amount reflects the government mandated employer cost of social security tax, medicare insurance, unemployment insurance and workmen's compensation insurance.

#### **B. Consultant/Subcontractors**

1. Self Advocacy Consultants – Individuals who are provided services by CAPC will be consulted for their expertise in the field of self advocacy services. The amount represents a total of 70 hours over the twelve month period.
2. Video Production - CAPC will subcontract a videographer ( Michelle Le Anne Reeder) who is proficient in instructional design, course development, project management and online course facilitation. Video Products will include the creation, use, delivery and instruction to self advocacy groups for use in promoting and teaching accessible and cost effective communication for self-advocates.



3. Video Presentation – Upon request, CAPC’s contractor will condense two presentations into 15 minute videos with plain language to be posted on the State Council of Developmental Disabilities’ website.
4. Brochure Translator – Brochure will be translated by ISI Translation Services, a professional translation service into Spanish and Chinese. The cost for translation is computed at the rates of Spanish \$.165 new words/\$.0825 leverage words and for Chinese \$.19 new words/\$.095 leveraged words.
5. Evaluation Consultant – CAPC will hire a subcontractor, Vickie Vining at \$75 per hour to conduct on-going evaluations at 8 hours per quarter and final program evaluation at 8 hours.

#### **C. Travel Costs**

Travel costs include airfare and lodging for four trips for Project Director to meet with, assist and consult SSAN Chair and Vice Chair to develop agendas, meeting plans and follow-up support. Project Director will also travel 4 times to assist the SSAN Consulting Chair and Vice Chair to develop and implement annual plans. The Project Director will travel to meet with SAAC Chair assist and consult Chair to develop agenda, Council Report, meeting plans and follow-up support.

#### **D. Operating Costs**

1. Commissioned Photos for Brochures - There are currently few quality stock images of individuals with developmental disabilities available. Consequently in order to provide a high quality, professional brochure CAPC will be hiring a professional photographer at the rate of \$250 per hour.
2. Printing of Multi-Language Brochure for Vast Distribution – CAPC will be printing the self advocacy brochure for distribution in English, Spanish, Chinese and any other formats requested by SSAN, SAAC and EFC. Requested quantities will be printed for distribution to self advocates statewide.
3. Copy paper, supplies etc – CAPC will need office supplies for use in the performance of this grant project. Supplies will include but are not limited to copy paper, general office supplies, flip still and video cameras and other materials necessary to capture and document self advocacy as well as provide professional, usable materials for the self advocacy groups.
4. In-Kind Costs - CAPC will utilize its expert business supports in the community to assist with accounting, legal and marketing costs of the grant. CAPC will utilize its existing equipment, office space, phone services (land lines and cell phones), and office support staff without allocating these costs to the grant expense.

#### **E. Administrative Overhead**

Administrative Overhead is charged at the rate of 10%, CAPC’s current overhead rate as determined by outside accountants.



State Council on Developmental Disabilities  
1507 21st Street, Suite 210  
Sacramento, CA 95811  
Attention: Kristie Allensworth

April 29, 2013

Re: CAPC State Council Self-Advocacy Support Grant Proposal

To whom it may concern:

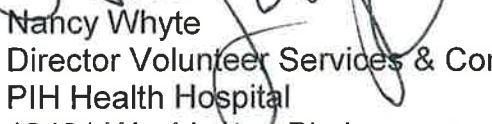
PIH Health has partnered with CAPC for over 15 years providing opportunities and a safe, welcoming environment for people with disabilities. Through our Volunteer Department we have welcomed an estimated 75 individuals and their advocates. These individuals volunteer alongside our staff, providing our staff and organization support, while receiving training in a professional environment, a sense of belonging and purpose. Our CAPC Volunteers are encouraged to learn new tasks and continue to grow during their time with us.

We are pleased to support the proposal submitted by CAPC, Inc. for the Self-Advocacy Support Grant to support and advance the self-advocacy activities of the State Council on Developmental Disabilities through leadership coaching, training and other self-advocacy support services. We know the importance of assuring that people with disabilities join at the decision making table for designing delivery of services and supports.

CAPC is a valued local organization that consistently and successfully works with people with disabilities to develop quality, productive lives designed to individual needs and preferences. This has included providing excellent and stable self-advocacy leadership training and supports for over twenty years.

We are very proud of our relationship with CAPC; we see firsthand every day the value CAPC brings to people with disabilities. We strongly support CAPC in pursuing this grant.

Sincerely,

  
Nancy Whyte  
Director Volunteer Services & Community Health Education  
PIH Health Hospital  
12401 Washington Blvd.  
Whittier, CA 90601



April 22, 2013

State Council on Developmental Disabilities  
1507 21st Street, Suite 210  
Sacramento, CA 95811  
Attention: Kristie Allensworth

Re: CAPC State Council Self-Advocacy Support Grant Proposal

To whom it may concern:

On behalf of Jay Nolan Community Services, I am pleased to support the proposal submitted by CAPC (Capitalizing on Capabilities) for the Self-Advocacy Support Grant to support and advance the self-advocacy activities of the State Council on Developmental Disabilities through leadership coaching, training and other self advocacy support services. We support as well the submission in the proposal of Sherry Beamer as a key part of the project.

At Jay Nolan Community Services, we feel very strongly that people with disabilities should play strong and meaningful roles in the decision making for their own lives and in designing and implementing the service delivery system they rely on in California. We are confident in Ms. Beamer's expertise in and commitment to the strengthening and increasing of self-advocacy opportunities for people with disabilities.

We are very familiar with the work of CAPC as an organization and we know them to provide person centered and values based services to assist people with disabilities to improve their quality of life and increase their options for living valued lives in the community. We know CAPC has provided excellent and stable self-advocacy leadership training and supports for over twenty years. We strongly support CAPC in pursuing this grant.

Sincerely,

Jeffrey L. Strully  
Executive Director

[www.jaynolan.org](http://www.jaynolan.org)

15501 San Fernando Mission Blvd., Suite 200, PO Box 9604, Mission Hills, CA 91346-9604  
Phone: (818) 361-6400 | Fax: (818) 365-0522 | Email: [info@jaynolan.org](mailto:info@jaynolan.org)



April 24, 2013

State Council on Developmental Disabilities  
1507 21st Street, Suite 210  
Sacramento, CA 95811  
Attention: Kristie Allensworth

Re: CAPC State Council Self-Advocacy Support Grant Proposal

To whom it may concern:

We are pleased to support the proposal submitted by CAPC (Capitalizing on Capabilities) for the Self-Advocacy Support Grant to support and advance the self-advocacy activities of the State Council on Developmental Disabilities through leadership coaching, training and other self advocacy support services. We know the importance of assuring that people with disabilities participate in their communities as valued members.

The Whittier Area Chamber of Commerce has a long history with CAPC. They have been a member in good standing for years and have an outstanding reputation in our community. CAPC is a valued local organization that, for over 20 years, has consistently and successfully works with people with disabilities to develop quality, productive lives designed to meet individual needs and preferences. This has included providing excellent and stable self-advocacy leadership training.

As an employer of a person with a disability through CAPC's job coaching program, I can speak firsthand on the importance of having funds available to continue this kind of training. We strongly support CAPC in pursuing this grant.

Please do not hesitate to contact me for any further information.

Sincerely,

A handwritten signature in blue ink that reads "Carol Crosby".

Carol Crosby  
Executive Director

## **Carolyn Ann Reggio**

1298 Woodcrest Avenue, Brea, Ca 92821  
Cell: (562) 631-1766 Work: (562) 693-8826  
email: [reggioc@capcinc.org](mailto:reggioc@capcinc.org)

### **EMPLOYMENT HISTORY**

- |                      |   |
|----------------------|---|
| Jan 2007-Present     | <p><u>Executive Director, CAPC Inc., Whittier, CA</u></p> <p>Administer nonprofit corporation providing community-based, consumer driven supported employment, supported living, and community inclusion services for adults with disabilities. Serve as a liaison to community services and agencies.</p>  |
| Feb 2006 – Dec 2006  | <p><u>Interim Executive Director, CAPC, Inc., Whittier, CA</u></p> <p>Administer nonprofit corporation providing community-based, consumer driven supported employment, supported living, and community inclusion services for adults with disabilities. Serve as a liaison to community services and agencies.</p>   |
| July 2005 – Jan 2006 | <p><u>Assistant Executive Director / Director of Development, CAPC Inc., Whittier, CA</u></p> <p>Under the general supervision of the Executive Director, oversee, coordinate, and supervise key organizational functions, marketing of CAPC, fund development, coordinate special fundraising events, and coordinates grant applications and implementation of grant programs.</p>   |
| March 1990-June 2005 | <p><u>Development Director / Associate Director, CAPC Inc., Whittier, CA</u></p> <p>Under the general direction of the Executive Director, provides fund development, coordinates special fundraising events, coordinates grant applications and implementation of grant programs, and coordinates supported employment development and services. Assisted leaders and facilitated self-advocacy groups to promote self-awareness, problem solving and understanding Rights and Responsibilities and advocating for self, and others.</p> |

1995-1996	<u>Technical Advisor Self-Advocacy Project</u> – Children's Hospital, Los Angeles
	Assisted Project Coordinator in implementing federal grant that created a video training program by and for people with disabilities to speak for themselves.
March 1987-Feb 1990	<u>Job Developer</u> , CAPC, Inc., Whittier, CA
	Under the general direction of the Associate Director, Resource Development and Personnel, provided job development and placement for job ready consumers on a part-time basis. Contacted employers in the private and public sector to develop situational assessment sites, volunteer sites, and employment for individuals and groups of persons with disabilities.
March 1987-Feb 1990	<u>Program Specialist</u> , CAPC, Inc., Whittier, CA
	Under the general direction of the Associate Director of Staff Development, provided hands on instruction and support to the staff of Community Advocates working with individuals with disabilities on a part time basis.
Dec 1985- June 1991	<u>Companion Care Instructor</u> , ROP
	Developed and implemented community based program preparing individuals who are developmentally disabled to be companions for elderly persons. As such coordinated cooperative efforts of various community resources including Posada Retirement Living, Project Info, Intercommunity Blind Center, and others.

## EDUCATION

B.A., Child Development – California State University, LA  
A.A., Early Childhood Education – East Los Angeles J.C.

## COMMUNITY AND PROFESSIONAL INVOLVEMENT

2012- Present	Santa Fe Springs Chamber Executive Board Member
2012- Present	Whittier Chamber of Commerce Board Member
April 2006- April 2007	Whittier Chamber of Commerce Board President
April 2006-Present	Rio Hondo College Disabled Students Advisory Committee
Sept 2003-Present	High School Mentor Program
1999-2008	Whittier Chamber of Commerce Board Member
1999-Present	Santa Fe Springs Chamber Ambassador
1999-Present	Soroptimist International of Whittier
1999-Present	Santa Fe Springs Destiny Scholarship Committee
1997-2006	Director of CAPC's Self Advocacy Groups

## **SHERRY BEAMER**

727 N. Lincoln Street Burbank, CA 91506  
(818) 521-5698 [beamer.sherry@gmail.com](mailto:beamer.sherry@gmail.com)

### **PROFESSIONAL EXPERIENCE:**

#### **Essential Learning/Relias Learning VICE-PRESIDENT/PRODUCT MANAGER, Intellectual and Developmental Disabilities Services San Diego, CA and Cary, NC**

7/10-present

Virtual national online learning company for human service organizations providing supports in behavioral health, addiction treatment, disabilities and child welfare. Hold inaugural product line leadership position for Developmental Disabilities market in United States. Conduct ongoing market analysis to build scalable services and yearly course development plan and budget. Work with content partners and course development staff to develop interactive online asynchronous courses. Contracting and business development with international/national content partners such as CQL, AAIDD, NADD, ANCOR. Promotional business development with States, Associations and agencies including regulatory research and relationship building with leaders. Development and support to national Advisory Board of diverse stakeholders and thought leaders. Technical support to customers and implementation. Realized 2012 team goal of \$900,000 including a \$1.5M 5-year contract with the State of Tennessee.

#### **Sherry Beamer & Associates, Inc. PRESIDENT Burbank, CA 1/94 – 7/10**

Virtual management consulting business for human services to build capacity for excellent services through project management, organizational and operational planning, leadership development and best practice consultation and training, with a specialty in change management. Built the company from a part-time sole proprietorship to a flexible corporation with employees and contractors. Typical customer was agency Executive Director or organization leader. Company served over 50 clients. Contract highlights:

- Development and implementation of values based quality frameworks for performance contracts, audits, pilot initiatives, accreditation and certification for regional systems and individual service providers; Project Manager on variety of satisfaction, self determination and deinstitutionalization studies with Center for Outcome Analysis, Xenologix; contributor to study reports and research papers
- Development and implementation of strategic planning processes for a variety of organizational and project needs, such as deinstitutionalization, inclusive boards, self-advocacy development, customized and self-employment capacity building, inclusive services development, staff and community training plans
- Multiple local, national and international presentations at conferences and events with a variety of stakeholders to broad and varied audiences on best practices in organizational and leadership development, quality assurance, capacity building for employment supports, inclusive boards, self-advocacy development, inclusive services

Sampling of customers: California Department of Developmental Services, Provincial Government of Alberta Canada, California State Council on Developmental Disabilities, UCLA Tarjan Center University Center for Excellence, California Regional Centers, Los Angeles Child Care Planning Committee, City of Santa Monica, People First of California, United Way of Greater Los Angeles, variety of service providers, variety of Associations: self-advocacy, family, service provision, disability specific

#### **Spectrum Home Services PRESIDENT and OWNER (part-time) Burbank, CA 1/08 – 7/10**

Home care services franchise investment business servicing retirees, homeowners and foreclosure industry with handyman, housecleaning, yard care and personal care services. Held Contractor's license. Responsible for all aspects of building the company. Employed 10 staff with 300% growth first year. Closed due to economic downturn; maintain ownership of franchise.

**Kids Included Together, Los Angeles, Inc. ASSISTANT DIRECTOR** Southern California 7/05 – 7/10  
Promoted from contracted consulting Coordinator. Expanded successful nonprofit for inclusive youth programming for children with disabilities from San Diego to Los Angeles, including chapter incorporation and tax exempt determination, board and staff development, fundraising and community partnership development, and program services provision. In three years trained 600 staff affecting 5000 children including 500 children with disabilities with yearly budgets under \$100,000.

**Board Resource Center VICE-PRESIDENT** Toluca Lake, CA 1996 - 2005

Co-built virtual consulting business providing customized strategies to ensure effective and inclusive boards and committees. Provided multiple board, Committee facilitations/workshops nationally and in Canada. Known for designing multi-media adapted training materials to successfully teach complex skills to people with developmental disabilities and general public.

**USC University Affiliated Program, Children's Hospital PROJECT COORDINATOR** (part-time)

Los Angeles, CA 4/94 – 7/96

Responsible for 3-year federal grant that created a video training program by and for people with disabilities to speak for themselves: five hundred people with disabilities trained statewide.

**Easter Seals Society AREA DIRECTOR** Los Angeles, CA 1/93 - 12/93

Responsible for 100 direct service employees and \$1 million of employment and independent living services for adults with developmental disabilities. Supervised 4 program management staff, created and managed budgets for ten program cost centers, managed property, built and maintained relationships with funders and partners, conducted analysis for new service development. Reported to Vice-President and participated in management team with 5 other Area Directors in Los Angeles and Orange Counties.

**North Los Angeles County Regional Center COUNSELOR, SUPERVISING COUNSELOR, QUALITY ASSURANCE SPECIALIST AND INTERIM MANAGER** Van Nuys, CA 4/87 – 12/92

Started with agency as Counselor providing case management services to 75 students and adults with disabilities. Promoted to Supervising Counselor, directing 10 Counselors with unit caseload of 1000; provided on call support to 3000 clients weekly. Reported to the Associate Director of Case Management Services and participated in management team with 10 other Supervising Counselors. Served as Quality Assurance Specialist and Interim Manager of Quality Assurance Department. As Quality Assurance Specialist increased employment for clients by 30% in two years by assisting day program providers to offer supported employment services and facilitated development of initial regional self-advocacy network.

**Center for Disabled Student Services, Chicago City-Wide College**

**JOB COACH, TRAINING SPECIALIST** 12/83- 3/87

Managed janitorial job training program; relocated from University of Illinois Chicago to Illinois Institute of Technology for increased job skill development; all clients were placed in jobs paying well over minimum wage. Launched Supported Employment program as part of the federal initiative.

**George Halas Jr. Vocational Center REHABILITATION TRAINING COUNSELOR**

Chicago, IL 5/82 – 11/83

Worked with 100 adults with severe disabilities, providing job training and case management services for job placement outside of the workshop.



**Boy Scouts of America DISTRICT EXECUTIVE Mansfield, OH 6/81 - 4/82**

Recruited from college as part of the Boy Scout's national program to diversify its workforce with women. Responsible for all scouting programs and functions in assigned geographic area, including recruiting and mentoring new scouting groups and leaders, fund-raising and board development.

**EDUCATION:**

1995 Entrepreneurship Program Valley Economic Development Center, Van Nuys, California

March, 1987 MSW, Administration University of Illinois, Chicago,  
Jane Addams College of Social Work

May, 1981 BA, Sociology/Social Work Miami University Oxford, Ohio

**COMMUNITY and PROFESSIONAL INVOLVEMENT, Past and Present:**

Board Secretary/Treasurer – All Kids Inc. – 2010 – present

PTA President, First Vice-President - Burroughs High School (650 members), 2010-13, 2013 Honorary  
Service Award Recipient, State Spotlight Awards for Advocacy and Leadership; First Vice-  
President – Edison Elementary, 2002-05

Board member, Southern California-APSE Chapter, 2010-present

Board Member, Secretary - California Association of Micro-Enterprise Opportunity, 2007-12

Home Host, International Visitors Council of Los Angeles, 2005-10

# Michelle LeAnne Reeder

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12716 Cumbres Road, Valley Center, CA 92082 · 760-519-0347 · [mreeder0725@gmail.com](mailto:mreeder0725@gmail.com)

## SUMMARY

Ten years experience in instructional design, course development, project management and online course facilitation. Graduate degree in online instructional design. Outstanding performance on initiatives requiring design and development expertise and excellent writing skills. Eight years of experience in higher education including online course instruction.

## CORE COMPETENCIES

Ability to take an e-learning course from concept to delivery through the entire development life cycle. Expertise with instructional design and rapid e-learning best practices. Microsoft Office Specialist Certified in PowerPoint. Experience with needs analysis, planning, directing, implementing and evaluating courses delivered by technologically based modalities. Extensive experience with instructional design software including Lectora and Articulate. Possess foundational knowledge and understanding of learning theory and instructional design techniques including the ADDIE design process, needs analysis, storyboarding, and evaluation.

## SOFTWARE SKILLS

- Articulate Studio '09
- Articulate Storyline
- Lectora Inspire/Empower
- SharePoint 2010
- Adobe Fireworks
- Audacity
- Snagit
- Microsoft Office 2010

## ACCOMPLISHMENTS

- Partnered with stakeholders, developers, and subject matter experts to create high quality e-learning courses, presentations and demonstrations using multimedia and interactive development tools.
- Personally designed and developed over 300 web-based courses amounting to nearly 2,000 continuing education credits.
- Provided leadership in the development of over 1000 online continuing education courses that were instructionally sound, high quality, accurate, and conveyed learning concepts creatively.
- Established the educational technology department for Essential Learning including hiring developers, creating an asset library, implementing quality assurance policies and procedures, developing standardized development processes and ensuring annual department goals were met.
- Proven track record in developing e-learning courses for professional development in both asynchronous and synchronous web-based formats while being cost effective, flexible, and efficient.
- Leveraged technology and development experience to create innovative e-learning programs with established instructional design methodology and sound pedagogy.
- Presented at multiple conferences on topics such as rapid instructional design and adult learning.

# Michelle LeAnne Reeder

12716 Cumbres Road, Valley Center, CA 92082 · 760-519-0347 · [mreeder0725@gmail.com](mailto:mreeder0725@gmail.com)

## WORK HISTORY

### **Freelance Instructional Designer & Course Developer 2013**

*Mack and Volvo Trucks Inc. (ILC, Ltd.)*

Part of a team of developers responsible for revising online courses using a new Lectora template and updated branding for Volvo.

### **Director of Educational Technology 2005 – 2013**

#### **Senior Instructional Designer & Developer**

*Essential Learning/Relias Learning, San Diego, CA*

Applied instructional design processes such as conducting needs analyses, developing learning outcomes, specifying instructional strategies, designing instructional materials, and evaluating instruction to create over 1000 online courses. Effectively evaluated the success of these training programs in terms of learning outcomes and performance improvement.

### **Online & Classroom Instructor 2003- 2005**

*Kaplan College, Mira Costa College, National University, San Diego, CA*

Taught college level students both online and in the classroom on subjects ranging from abnormal psychology to foundations of business management.

### **Course Developer 2003**

*Spectrum Learning (Division of National University) San Diego, CA*

Developed courses on the Blackboard learning management system for National University.

### **Career Counselor/Online & Classroom Instructor 1997 – 2003**

*Coleman College, San Marcos, CA*

Responsible for assisting graduates in finding employment in the high tech industry. Taught students, in pursuit of their Bachelor degree, on a variety of subjects including psychology and business.

## EDUCATION

### **Master's Degree in Education, Instructional Design for E-Learning**

Capella University (2003) *Magna Cum Laude*

### **Master's Degree in Community and Career Counseling**

National University, San Diego, CA (2000) *Magna Cum Laude*

### **Bachelor of Science Degree in Business Management**

California State University, San Marcos, CA (1993) *Cum Laude*

Click the links below to see some examples of completed e-learning projects.

[Department of Defense \(COA Accreditation\)](#)

[Fundamentals of Management](#)

[American Correctional Association on Female Offenders](#)

[Leadership in Management](#)

[Community Health Centers on Neurological Pathophysiology](#)

[Behavioral and Community Health Centers on Infection Control](#)

[Toolkit for Cultural Competence](#)

# Vickie Vining

5835 St. Clair Avenue  
Valley Village, CA 91607  
(818) 752-7484 fax (818) 508-1265  
email: [vickie.vining@gmail.com](mailto:vickie.vining@gmail.com)

## EMPLOYMENT HISTORY AND EXPERIENCE

7/97-  
present

### ***Transformation Specialist***

Provide coaching, consultation, mentoring, training and support to individuals and organizations involved in transforming services for people with disabilities, including the following:

- ◆ ***Jay Nolan Community Services:*** Facilitate the development of a values based strategic plan; assist in the transformation of day programs, supported employment and supported living services. Provide training and assistance with customized employment and microenterprise development. Provide coaching and training to management, the supported living team, day and work services personnel, individuals with autism and other disabilities and their circles of support, JNCS board of directors, etc. Provide leadership training for supervisors and directors.
- ◆ ***Center for Self Determination:*** Assist different states and organizations to transform service systems based on the principles of self-determination and inclusion of people with disabilities in all aspects of everyday life including employment; coordinate Center's role in the Florida Freedom Initiative and Self Determination for Texas project. Assist in planning and implementing conferences and training on self determination for the Center, including the 2008 and the 2009 International Cross Disability Conference on Self Determination.
- ◆ ***Essential Learning.com:*** Develop curricula for online training modules related to inclusion, person centered supports and transforming agencies to serve people with disabilities more effectively. Provide consultation on issues related to developmental disabilities supports.
- ◆ ***CAPC, Inc:*** Provide assistance and consultation with microenterprise and customized employment grant project; develop project's strategic plan and evaluation process.
- ◆ ***CIRCL (Connections for Information and Resources on Community Living):*** One of the co-founders of group that provides mentoring, training, focus groups, seminars, networking, etc. in the area of supported living services.
- ◆ ***Arc of Ventura County:*** Assist the management team to transform the agency around person centered principles. Assist day programs and work services to provide supports that are more person centered and meaningful to the participants, including more opportunities to engage in meaningful employment and endeavors that result in valued lives for people with disabilities.
- ◆ ***Tri-Counties Regional Center:*** Assist TCRC to implement their self-determination pilot project. Participate in a project to assist the various stakeholders in the system to develop a unified vision for services to people with developmental disabilities based on a person centered approach with a corresponding QA system. Assist to develop a comprehensive training plan for service coordinators and other TCRC staff.
- ◆ ***Eastern Los Angeles Regional Center:*** Consult on self-determination pilot project, developing implementation strategies, training regional center staff, working with participants. Work with service coordination unit on person centered planning.

- ♦ **San Gabriel Pomona Regional Center:** Assist community recreational programs such as the City of Claremont and Covina YMCA recreation programs to include people with disabilities; provide training to staff on inclusive recreation.
- ♦ **Supported Living Evaluation Project:** Coordinate project to develop an instrument to be used to evaluate supported living providers. Funded by the Department of Developmental Services and North Los Angeles County Regional Center.
- ♦ **Sherry Beamer and Associates:** Consult with day programs, self advocacy groups, parent organizations and regional centers to increase the inclusion of people with disabilities in employment and the everyday life of the community.
- ♦ **Alpha Resource Center:** Assist day program provider to transform their services by developing and implementing a person centered planning and resource development process; consult with them on vision and values driven work.

- 11/87-7/97 **North Los Angeles County Regional Center** *Community Services Supervisor*  
*Van Nuys, CA* *Resource Developer*  
 Responsible for resource development, quality assurance and vendoring for residential services, day programs, infant services, family support services, independent living services and supported living. Included developing and implementing the center's supported living program and other person centered types of services, including personalized day programs and family support services. Supervised the Life Quality Assessment project. Facilitated inclusion of children and adults in day care, recreation programs and other community services.
- 1/87-11/87 **Jay Nolan Community Services** *Day Program Manager*  
*Santa Clarita, CA*  
 Manager of day program for adults with autism. Included moving the program from a site based workshop to community based work, activities and experiences.
- 7/85-9/86 **Technical Aid Corp./Alternative Care, Inc.** *Director of Behavioral Services*  
*Winchester, MA*  
 Supervised team providing behavioral consultation and training to district programs, schools and families.
- 10/84-6/85 **Mystic Valley Mental Health Association** *Behavioral Specialist*  
*Arlington, MA*  
 Provided behavioral consultation and training to programs serving people with developmental disabilities and their families. Included residential, day programs, children's services and families.
- 12/79-10/84 **Walnut Street Center** *Behavioral Consultant*  
*Somerville, MA*  
 Served on a behavioral treatment and training team for agency serving people with developmental disabilities in residential and day programs.
- 10/75-8/78 **Sunland Center** *Behavior Program Associate*  
*Gainesville, FL*  
 Supervised crisis team and day program in a large state developmental center.
- 8/71-11/74 **Cobb County Board of Education** *Classroom Teacher*  
*Smyrna, GA*  
 Taught first, second and third grades. Selected "Young Educator of the Year"
- 6/69-6/71 **Alachua County Board of Public Instruction** *Classroom Teacher*  
*Gainesville, FL*  
 Taught fifth and sixth grades. Participated in federal project on team teaching.

## EDUCATIONAL HISTORY

Milligan College, TN Major: Psychology	9/65-6/67
University of Florida Major: Elementary Education, B. A. Awarded several academic scholarships Graduated with honors	9/67-3/70
Georgia State University Major: Educational Psychology Coursework completed for M.Ed.	1/74-8/75

## RECENT PRESENTATIONS AND PUBLICATIONS

<b>April 2009</b>	Creating a Meaningful Life; Area Board 10 and Inclusion Institute: Inclusive Life Conference, Los Angeles, CA
<b>Spring 2009</b>	Self-Determination 101 Training Series for Center for Self-Determination: Baltimore, MD; Columbus, OH; Kansas City, MO.
<b>May 2008</b>	Lead organizer and moderator for International Conference on Self Determination, a cross disability, international conference on self determination, Detroit, MI
<b>September 2007</b>	Lead presenter for Work for All conference on microenterprise development for DD Council grant project for Jay Nolan Community Services, Los Angeles, CA
<b>March 2006</b>	Lead Systems Change Planning Coordinator and presenter for Immersion Learning in Self Determination, Center for Self Determination, Dallas, TX
<b>December 2005</b>	Coordinated and conducted training for systems personnel for the Florida Freedom Initiative on self determination and systems change, Tampa, FL
<b>October 2005</b>	Presentation: Service Coordinator's Guide to Supported Living, Supported Life conference, Sacramento, CA
<b>February 2005</b>	Presentations in five districts to introduce the Florida Freedom Initiative, Center for Self-Determination on contract to the Florida Agency for Persons with Disabilities
<b>January 2005</b>	Article: <i>Purposeful Work: Asking the Important Questions</i> , ANCOR Newsletter, January 2005 <a href="http://www.ancor.org/2004/pe/vining_1-05.pdf">http://www.ancor.org/2004/pe/vining_1-05.pdf</a>
<b>December 2004</b>	Lead Systems Change Planning Coordinator and presenter for the Transition Immersion Learning in Self Determination, Center for Self-Determination and the University of Iowa, Chicago, IL
<b>November 2004</b>	TASH Tech full day presentation in Individualized Budgeting, and TASH Tech full day presentation in Self-Determination, the TASH national conference, Reno, NV
<b>October 2004</b>	Basics of Supported Living – From a Regional Center's Perspective., Supported Life Conference, Sacramento, CA  Best Practices in Supported Living; Panel presentation, Supported Life Conference, Sacramento, CA

- September 2004** Immersion Learning in Self Determination, Center for Self Determination, Akron, Ohio
- Critical Elements in a Self Determination Based System, Coalition of Texans with Disabilities Conference, for the Center for Self Determination, Dallas, Texas
- April, 2004** Lead Systems Change Planning Coordinator and presenter for the Center for Self Determination's Immersion Learning in Self-Determination, Atlanta, GA
- April, 2003** Training for all Protection and Advocacy Clients' Rights Advocates in California, on person centered planning and IPP's and supported living services
- March, 2003** Planning facilitator and presenter for the Center for Self Determination's Immersion Learning in Self Determination, Las Vegas, NV
- October, 2002** Self-Determination: What Is It?; invited presentation at Supported Life Conference, Sacramento, CA
- October, 2002** Moving From the Developmental Center to Your Own Home, presentation at Supported Life Conference, Sacramento, CA
- Spring, 2002** Presentations in each of the five California developmental centers on assisting people with disabilities to move from institutions to the community into their own homes using supported living services.
- January, 2001** Fiscal Implications and Impact of Self Determination for Service Providers, invited presentation for California Rehabilitation Association, San Diego, CA

#### REFERENCES AVAILABLE UPON REQUEST

# Edith G. Fierro

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Current Address: 242 East Center St., Covina, CA 91723  
Telephone: (626) 974-6911  
Email: Shu!ammite3@AOL.com

## EMPLOYMENT HISTORY

November 1998-  
Present

Director of Programs/Supported Living and Self Advocacy Services, CAPC, Inc. Whittier, CA

Provide leadership and supervision to Team Coordinators, Staff and consumers, implementation of Supported Living services, Quality Assurance of service delivery, assessments and individual plans of Supported Living service for newly referred consumers as well as consumers receiving other services from our agency. Periodic Service reviews, evaluation and hiring procedures for staff including IHSS workers, implementing policies and procedures as per company's standards, yearly training for all staff, team coordinators and consumers, public relations with funding agency and generic resources, conflict resolution when needed and scheduling. Coordinates annual self-advocacy conferences, trainings and trouble shoots with staff for various self-advocacy groups.

June 1997 -  
November 1998

Team Coordinator, CAPC, Inc. Whittier, CA

Leadership and supervision of staff and consumers, implementation of services to consumers, scheduling of services, monitor caseload, conduct vocational planning meetings, write yearly vocational and individual service plans, coordination of generic resources for consumers, write behavioral assessments and implementation of behavior plans, manage daily problem solving for consumers and staff issues. Provide direct service to consumers as needed. Contact with public service agency, monitor and bill monthly services. Provide on-going support and guidance in the area of self-advocacy.

August 1996 -  
June 1997

Program Manager, CAPC, Inc. Whittier, CA

Supervision and training of case managers and staff, quality assurance of service provision to consumers, coordinate evaluations of staff, responsible for hiring and training of staff and case managers. Daily problem solving for consumer and staff schedules, public relations, read, review and write progress reports, review and develop adaptations for consumers, community integration for individuals with disabilities, appeals process.



March 1984 -

May 1991

Program Aide/ Van Driver, Delhaven Community Center, La Puente  
Working with developmentally disabled adults, organizing and  
managing work crews within the community, Independent  
Living skills and supervision of individuals within a facility setting.

## **COMMUNITY AND PROFESSIONAL DEVELOPMENT**

San Gabriel Pomona Regional Center Vendor Advisory Committee

Whittier Accessibility Committee Member

Sub-Chair for Vendor Advisory Committee Supported  
Living/Independent Living

Institute for Applied Behavior Analysis, Behavior Assessments  
Professional Assault Response Trainer

CPI (Crisis Prevention Intervention) Certified

Volunteer for Correctional Facilities through Visitation and  
Counseling

Renee M Gonzales  
6216 Gregory Ave  
Whittier, CA 90601  
Mobile: 562-236-7268  
E-Mail: gonzalesr@capcinc.org

## EMPLOYMENT HISTORY

2007 - Present      Case Manager, CAPC, Inc., Whittier, CA

Provide leadership to team of staff serving Adults with disabilities in their home, community and at work.  
Coordinate individuals services that centered on their ISP goals.  
Coordinate generic resources for individuals.  
Write ISP reports as required by Regional Centers, Dept. of Rehab.  
Monitor individuals progress towards an improved quality of life.  
Train staff to maximize their skills to provide quality services to individuals.

1996-2007      Self Advocacy Facilitator, CAPC, Inc. Whittier, CA

Worked hand in hand with individuals involved in Self Advocacy groups with organizing their agenda's, keeping minutes of their meetings, and providing support with any follow-up tasks the group(s) may need.  
Assisted the leaders of the group(s) to organize workshops which educated *peer to peer* on issues pertaining to self awareness, women's issues, problem solving and making decisions, understanding Rights and Responsibilities, and distinguishing the importance of advocating for self, others, and issues that affect our community.

## COMMUNITY AND PROFESSIONAL DEVELOPMENT

Communication ( Facilitated Communication)  
CPI (Crisis Prevention Intervention) Certified  
Family Dynamics  
Alzheimer's (UCLA)  
Sensory Awareness  
Self Advocacy  
Literacy Tutor

## EDUCATION:

- High School Diploma, *Pioneer High School. Whittier, CA*

# Joseph E. Mainez

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6323 Comstock Ave, Apt. G, Whittier, CA 90601 | Telephone: 562-964-8844 | Email: Mainez@gmail.com

## **EMPLOYMENT HISTORY**

### **CAPC, Inc.**

**2010 – Present: Case Manager** – Manage a caseload of individuals with ASD, down syndrome or other communication impairments and organized a team of staff to use a goal-oriented approach to support them in achieving their employment or life goals. Work regularly with staff to problem solve any challenges they might face with the individuals they support. Prepare reports for regional centers indicating the progress individuals have made the plan for overcoming barriers. Provide staff training through companywide workshops and one-to-one support sessions. Coordinate/lead a Facilitated Communication group and educated the staff on alternative communication methods and "Best Practice". Facilitate a weekly self-advocacy group that was created by individuals with ASD and Asperger's syndrome to help problem solve challenges they may face.

### **ASD Consultancy**

**2009 – 2010: Autism Specialist / Facilitator for therapeutic sessions** – Supported individuals by teaching social skills, alternative methods of communication, independent living skills, nutrition, regulation, as well as, educated families on disabilities and effective problem solving strategies. Created progress reports for regional centers. Worked with individuals with Asperger's syndrome and autism ages three thru adult.

### **Progressive Resources Inc.**

**2008 – 2009: Adaptive Skills program assistant supervisor / Family Support group leader / Adaptive skills group leader / Communication group leader** – Assigned specialists to meet with individual clients based on client need and specialist abilities. Provided individual supervision of two specialists including coordination of their schedules and assistance regarding new strategies or concerns they may be having with the individuals they support. Worked to create a training program for new adaptive skills specialists and oversaw testing and skills checks each month. I assisted staff members in creating SIR documents and helped ensure the correct regional center policy was followed. Led a community-based group where individuals worked to generalize social, safety and organizational skills into the community. Organized several teen panel presentations for autism-oriented conferences. Presented at an autism conference held in Norco, California on the topic of non-verbal communication and sensory needs. Led a functional communication group and educated the parents on alternative communication methods and "Best Practice".

**2005 – 2008: Adaptive Skills Specialist / Family Support Group Leader** – Built upon the skills learned in groups and began to assist individuals with autism and other disabilities in-home. Supported individuals by teaching social skills, alternative methods of communication, independent living skills, nutrition, regulation, as well as, educated families on disabilities and effective problem solving strategies. Led a social group by choosing fun activities with different adaptations that helped clients advance toward their goals.

**2003 – 2005: Family support program group assistant** – Assisted group leaders in facilitating social activities to teach social skills to individuals with disabilities (aged three through adulthood). Provide

sensory activities and breaks when needed to assist the group or an individual in regulation. Often, adaptations would need to be made so each individual would have the ability to participate while still benefiting from the concepts taught; this was a skill learned at this time.

**Presbyterian Intercommunity Hospital**

**2002 – 2003: Ambassador (volunteer)** – Learned the hospital layout to assist guests in locating desired destinations. Discharged patients in wheelchairs and delivered supplies and samples to and from different departments.

**COMMUNITY AND PROFESSIONAL DEVELOPMENT**

CPI (Crisis Prevention Intervention) certified trainer (Non-violent physical crisis intervention)

Facilitated Communication trainer

CPR / First Aid certified

Received the 6<sup>th</sup> Annual Jim Gluth Award for Outstanding Service by an Individual to the Autism Community

**EDUCATION**

**2003 – 2005**

USC Health Promotion and Disease Prevention student

**1999 – 2003**

La Serna High School Graduate, Whittier, CA 90605

**ATTACHMENT 1**  
**REQUIRED ATTACHMENT CHECKLIST**

A complete proposal or proposal package will consist of the items identified below. Complete this checklist to confirm the items in your proposal. Place a check mark or "X" next to each item that you are submitting to the State. For your proposal to be responsive, all required attachments must be returned. This checklist should be returned with your proposal package also.

<b><u>Attachment</u></b>	<b><u>Attachment Name/Description</u></b>
<u>✓</u> Attachment 1	Required Attachment Check List
<u>✓</u> Attachment 2	Proposal/Proposer Certification Sheet
<u>✓</u> Attachment 3	Cost Sheet
<u>✓</u> Attachment 4	Proposer References
<u>✓</u> Attachment 5	Payee Data Record (STD 204) The Payee Data Record can be found on the internet at: <a href="http://www.documents.dgs.ca.gov/osp/pdf/std204.pdf">www.documents.dgs.ca.gov/osp/pdf/std204.pdf</a>
<u>✓</u> Attachment 6	Contractor Certification Clauses (CCC). The CCC can be found on the Internet at <a href="http://www.ois.dgs.ca.gov/Standard+Language">www.ois.dgs.ca.gov/Standard+Language</a>

**ATTACHMENT 2**  
**PROPOSAL/PROPOSER CERTIFICATION SHEET**

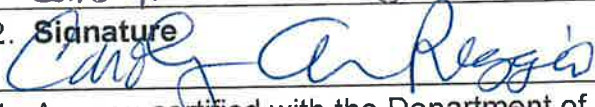
This Proposal/Proposer Certification Sheet must be signed and returned along with all the "required attachments" as an entire package in duplicate with original signatures. The proposal must be transmitted in a sealed envelope in accordance with RFP instructions.

**Do not return Section C, Proposal Requirements and Information (pages 3 through 11) of this RFP.**

**For RFP Primary Only:**

- A. Our all-inclusive cost proposal is submitted in a sealed envelope marked "Cost Proposal - Do Not Open".
- B. Place all required attachments behind this certification sheet.
- C. The signature affixed hereon and dated certifies compliance with all the requirements of this proposal document. The signature below authorizes the verification of this certification.

**An Unsigned Proposal/Proposer Certification Sheet May Be Cause For Rejection**  
**ATTACHMENT 2 (Cont.)**

1. Company Name <u>CAPC Inc</u>	2. Telephone Number <u>(562) 693-8826</u>	2a. Fax Number <u>(562) 693-3826</u>
3. Address <u>7200 Greenleaf Ave #170, Whittier CA 90602</u>		
Indicate your organization type: 4. <input type="checkbox"/> Sole Proprietorship      5. <input type="checkbox"/> Partnership      6. <input checked="" type="checkbox"/> Corporation		
Indicate the applicable employee and/or corporation number: 7. Federal Employee ID No. (FEIN) <u>95-4389351</u> 8. California Corporation No. <u>C1928586</u>		
9. Indicate applicable license and/or certification information: <u>N/A</u>		
10. Proposer's Name (Print) <u>Carolyn Ann Reggio</u>	11. Title <u>Executive Director</u>	
12. Signature 	13. Date <u>April 30, 2013</u>	
14. Are you certified with the Department of General Services, Office of Small Business Certification and Resources (OSBCR) as: a. California Small Business Enterprise Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, enter certification number: _____  b. Disabled Veteran Business Enterprise Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, enter your service code below: _____		
<p><b>NOTE:</b> A copy of your Certification is required to be included if either of the above items is</p> <p>Date application was submitted to OSBCR, if an application is _____</p>		

## Completion Instructions for Proposal/Proposer Certification Sheet

Complete the numbered items on the  
Proposal/Proposer Certification Sheet by following the instructions below.

Item Numbers	Instructions
1, 2, 2a, 3	Must be completed. These items are self-explanatory.
4	Check if your firm is a sole proprietorship. A sole proprietorship is a form of business in which one person owns all the assets of the business in contrast to a partnership and corporation. The sole proprietor is solely liable for all the debts of the business.
5	Check if your firm is a partnership. A partnership is a voluntary agreement between two or more competent persons to place their money, effects, labor, and skill, or some or all of them in lawful commerce or business, with the understanding that there shall be a proportional sharing of the profits and losses between them. An association of two or more persons to carry on, as co-owners, a business for profit.
6	Check if your firm is a corporation. A corporation is an artificial person or legal entity created by or under the authority of the laws of a state or nation, composed, in some rare instances, of a single person and his successors, being the incumbents of a particular office, but ordinarily consisting of an association of numerous individuals.
7	Enter your federal employee tax identification number.
8	Enter your corporation number assigned by the California Secretary of State's Office. This information is used for checking if a corporation is in good standing and qualified to conduct business in California.
9	Complete, if applicable, by indicating the type of license and/or certification that your firm possesses and that is required for the type of services being procured.
10,11 12, 13	Must be completed. These items are self-explanatory.
14	If certified as a California Small Business, place a check in the "yes" box, and enter your certification number on the line. If certified as a Disabled Veterans Business Enterprise, place a check in the "Yes" box and enter your service code on the line. If you are not certified to one or both, place a check in the "No" box. If your certification is pending, enter the date your application was submitted to OSBCR.

**ATTACHMENT 3****COST SHEET**

<b>Line Item</b>	<b>2013-2014</b>	<b>2014-2015</b>	<b>Total</b>
<b>A. Personnel Services</b>			
Project Director 490 hrs @\$62.50/hour	\$ 22,969	\$ 7,656	\$ 30,625
Director of Services 60 hrs @ \$31.93/hour	\$ 1,437	\$ 479	\$ 1,916
Case Manager 204 hrs @ \$19.83/hour	\$ 3,034	\$ 1,011	\$ 4,045
Case Manager 204 hrs @ \$17.00/hour	\$ 2,601	\$ 867	\$ 3,468
Staff Benefits- Medical Insurance	\$ 2,594	\$ 864	\$ 3,458
Payroll Taxes & W/C Insurance	\$ 2,599	\$ 866	\$ 3,465
<b>Total Personnel Services</b>	<b>\$ 35,234</b>	<b>\$ 11,743</b>	<b>\$ 46,977</b>
<b>B. Consultants/Subcontractors</b>			
Self Advocacy Consultants	\$ 525	\$ 175	\$ 700
Video Production	\$ 20,000	\$ 25,000	\$ 45,000
Video Production- 15 minute videos to be posted on website	\$ 5,000	\$ 5,000	\$ 10,000
Brochure translator	\$ 4,000		\$ 4,000
Evaluation consultant	\$ 2,250	\$ 750	\$ 3,000
<b>Total Subcontractors</b>	<b>\$ 31,775</b>	<b>\$ 30,925</b>	<b>\$ 62,700</b>
<b>C. Travel Costs</b>			
Travel to SSAN, SAAC and EFC meetings	\$ 10,500	\$ 3,500	\$ 14,000
<b>Total Travel Costs</b>	<b>\$ 10,500</b>	<b>\$ 3,500</b>	<b>\$ 14,000</b>



**ATTACHMENT 3****COST SHEET**

<b>Line Item</b>	<b>2013-2014</b>	<b>2014-2015</b>	<b>Total</b>
<b>D. Operating Costs</b>			
Commissioned photos for brochures	\$ 3,500		\$ 3,500
Printing of multi-language brochures	\$ 10,000		\$ 10,000
Copy paper, supplies, In-Kind Contributions	\$ 3,375	\$ 1,125	\$ 4,500
Business community experts	n/c	n/c	n/c
Rent, phones and office support	n/c	n/c	n/c
<b>Total Operating Costs</b>	<b>\$ 16,875</b>	<b>\$ 1,125</b>	<b>\$ 18,000</b>
<b>E. Administrative Overhead</b>			
	<b>\$ 9,438</b>	<b>\$ 4,729</b>	<b>\$ 14,167</b>
<b>TOTAL CONTRACT</b>	<b>\$ 103,822</b>	<b>\$ 52,022</b>	<b>\$ 155,844</b>

## ATTACHMENT 4

### PROPOSER REFERENCES

Submission of this attachment is mandatory. Failure to complete and return this attachment with your proposal will cause your proposal to be rejected and deemed nonresponsive.

List below three references of similar types of services performed within the last five years. If three references cannot be provided, please explain why on an attached sheet of paper.

#### REFERENCE 1

Name of Firm	East Los Angeles Regional Center
Street Address	1000 S Fremont Ave City Alhambra State CA Zip Code 91803
Contact Person	Gloria Wong Telephone Number 626-299-4700
Dates of Service	1985 - present Value or Cost of Service
Brief Description of Service Provided	
Long term relationship with service coordinators and their supervisors to advocate for individuals self advocacy. Play an active role on vendor advisory committee to help educate on self advocacy.	


#### REFERENCE 2

Name of Firm	Regional Center of Orange County
Street Address	1525 N. Tustin Ave City Santa Ana State CA Zip Code
Contact Person	Lonny Keefover Telephone Number 714-796-5100
Dates of Service	1999 - present Value or Cost of Service
Brief Description of Service Provided	
Long term relationship with service coordinators and their supervisors to advocate for individuals self advocacy. Partnering to expand services in Orange County.	

#### REFERENCE 3

Name of Firm	San Gabriel Pomona Regional Center
Street Address	761 Corporate Center City Pomona State CA Zip Code 91768
Contact Person	Tim Travis Telephone Number 909-630-7722
Dates of Service	1998 - present Value or Cost of Service
Brief Description of Service Provided	
Long term relationship with service coordinators and their supervisors to advocate for individuals self advocacy. Play an active role on vendor advisory committee to help educate on self advocacy.	

**PAYEE DATA RECORD**(Required when receiving payment from the State of California in lieu of IRS W-9)  
STD. 204 (Rev. 6-2003)

<b>1</b>	<b>INSTRUCTIONS:</b> Complete all information on this form. Sign, date, and return to the State agency (department/office) address shown at the bottom of this page. Prompt return of this <b>fully completed</b> form will prevent delays when processing payments. Information provided in this form will be used by State agencies to prepare Information Returns (1099). See reverse side for more information and Privacy Statement. <b>NOTE:</b> Governmental entities, federal, State, and local (including school districts), are not required to submit this form.														
<b>2</b>	<b>PAYEE'S LEGAL BUSINESS NAME</b> (Type or Print) CAPC, Inc. <hr/> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"><b>SOLE PROPRIETOR – ENTER NAME AS SHOWN ON SSN</b> (Last, First, M.I.)</td> <td style="width: 40%;"><b>E-MAIL ADDRESS</b></td> </tr> <tr> <td></td> <td>reggioc@capcinc.org</td> </tr> </table> <hr/> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>MAILING ADDRESS</b></td> <td style="width: 50%;"><b>BUSINESS ADDRESS</b></td> </tr> <tr> <td>7200 Greenleaf Ave. #170</td> <td>7200 Greenleaf Ave. #170</td> </tr> <tr> <td><b>CITY, STATE, ZIP CODE</b></td> <td><b>CITY, STATE, ZIP CODE</b></td> </tr> <tr> <td>Whittier, CA 90602</td> <td>Whittier, CA 90602</td> </tr> </table>			<b>SOLE PROPRIETOR – ENTER NAME AS SHOWN ON SSN</b> (Last, First, M.I.)	<b>E-MAIL ADDRESS</b>		reggioc@capcinc.org	<b>MAILING ADDRESS</b>	<b>BUSINESS ADDRESS</b>	7200 Greenleaf Ave. #170	7200 Greenleaf Ave. #170	<b>CITY, STATE, ZIP CODE</b>	<b>CITY, STATE, ZIP CODE</b>	Whittier, CA 90602	Whittier, CA 90602
<b>SOLE PROPRIETOR – ENTER NAME AS SHOWN ON SSN</b> (Last, First, M.I.)	<b>E-MAIL ADDRESS</b>														
	reggioc@capcinc.org														
<b>MAILING ADDRESS</b>	<b>BUSINESS ADDRESS</b>														
7200 Greenleaf Ave. #170	7200 Greenleaf Ave. #170														
<b>CITY, STATE, ZIP CODE</b>	<b>CITY, STATE, ZIP CODE</b>														
Whittier, CA 90602	Whittier, CA 90602														
<b>3</b>  <b>PAYEE ENTITY TYPE</b>  <b>CHECK ONE BOX ONLY</b>	<b>ENTER FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN):</b> 9   5   -   4   3   8   9   3   5   1		<b>NOTE:</b> Payment will not be processed without an accompanying taxpayer I.D. number.												
	<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> <b>PARTNERSHIP</b>   <input type="checkbox"/> <b>ESTATE OR TRUST</b> </div> <div> <b>CORPORATION:</b>  <input type="checkbox"/> <b>MEDICAL</b> (e.g., dentistry, psychotherapy, chiropractic, etc.)  <input type="checkbox"/> <b>LEGAL</b> (e.g., attorney services)  <input checked="" type="checkbox"/> <b>EXEMPT</b> (nonprofit)  <input type="checkbox"/> <b>ALL OTHERS</b> </div> </div> <hr/> <input type="checkbox"/> <b>INDIVIDUAL OR SOLE PROPRIETOR</b> <b>ENTER SOCIAL SECURITY NUMBER:</b>       -       -														
	(SSN required by authority of California Revenue and Tax Code Section 18646)														
<b>4</b>  <b>PAYEE RESIDENCY STATUS</b>	<input checked="" type="checkbox"/> California resident - Qualified to do business in California or maintains a permanent place of business in California. <input type="checkbox"/> California nonresident (see reverse side) - Payments to nonresidents for services may be subject to State income tax withholding. <div style="margin-left: 20px;"> <input type="checkbox"/> No services performed in California.  <input type="checkbox"/> Copy of Franchise Tax Board waiver of State withholding attached.         </div>														
<b>5</b>	<b>I hereby certify under penalty of perjury that the information provided on this document is true and correct.</b> <b>Should my residency status change, I will promptly notify the State agency below.</b>														
	<b>AUTHORIZED PAYEE REPRESENTATIVE'S NAME</b> (Type or Print) Carolyn Ann Reggio		<b>TITLE</b> Executive Director												
	<b>SIGNATURE</b> 	<b>DATE</b> 04/30/2013	<b>TELEPHONE</b> (562) 693-8826												
<b>6</b>	<b>Please return completed form to:</b> <b>Department/Office:</b> State Council on Developmental Disabilities <b>Unit/Section:</b> _____ <b>Mailing Address:</b> 1507 21st Street, Suite 210 <b>City/State/Zip:</b> Sacramento, CA 95811 <b>Telephone:</b> (____) _____ <b>Fax:</b> (____) _____ <b>E-mail Address:</b> kristie.allensworth@scdd.ca.gov														

**PAYEE DATA RECORD**

STD. 204 (Rev. 6-2003) (REVERSE)

1	<p><b><u>Requirement to Complete Payee Data Record, STD. 204</u></b></p> <p>A completed Payee Data Record, STD. 204, is required for payments to all non-governmental entities and will be kept on file at each State agency. Since each State agency with which you do business must have a separate STD. 204 on file, it is possible for a payee to receive this form from various State agencies.</p> <p>Payees who do not wish to complete the STD. 204 may elect to not do business with the State. If the payee does not complete the STD. 204 and the required payee data is not otherwise provided, payment may be reduced for federal backup withholding and nonresident State income tax withholding. Amounts reported on Information Returns (1099) are in accordance with the Internal Revenue Code and the California Revenue and Taxation Code.</p>								
2	<p>Enter the payee's legal business name. Sole proprietorships must also include the owner's full name. An individual must list his/her full name. The mailing address should be the address at which the payee chooses to receive correspondence. Do not enter payment address or lock box information here.</p>								
3	<p>Check the box that corresponds to the payee business type. Check only one box. Corporations must check the box that identifies the type of corporation. The State of California requires that all parties entering into business transactions that may lead to payment(s) from the State provide their Taxpayer Identification Number (TIN). The TIN is required by the California Revenue and Taxation Code Section 18646 to facilitate tax compliance enforcement activities and the preparation of Form 1099 and other information returns as required by the Internal Revenue Code Section 6109(a).</p> <p>The TIN for individuals and sole proprietorships is the Social Security Number (SSN). Only partnerships, estates, trusts, and corporations will enter their Federal Employer Identification Number (FEIN).</p>								
4	<p><b><u>Are you a California resident or nonresident?</u></b></p> <p>A corporation will be defined as a "resident" if it has a permanent place of business in California or is qualified through the Secretary of State to do business in California.</p> <p>A partnership is considered a resident partnership if it has a permanent place of business in California. An estate is a resident if the decedent was a California resident at time of death. A trust is a resident if at least one trustee is a California resident.</p> <p>For individuals and sole proprietors, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose that will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a nonresident.</p> <p>Payments to all nonresidents may be subject to withholding. Nonresident payees performing services in California or receiving rent, lease, or royalty payments from property (real or personal) located in California will have 7% of their total payments withheld for State income taxes. However, no withholding is required if total payments to the payee are \$1,500 or less for the calendar year.</p> <p>For information on Nonresident Withholding, contact the Franchise Tax Board at the numbers listed below:</p> <table border="0"> <tr> <td>Withholding Services and Compliance Section:</td> <td>1-888-792-4900</td> <td>E-mail address:</td> <td>wscs.gen@ftb.ca.gov</td> </tr> <tr> <td>For hearing impaired with TDD, call:</td> <td>1-800-822-6268</td> <td>Website:</td> <td>www.ftb.ca.gov</td> </tr> </table>	Withholding Services and Compliance Section:	1-888-792-4900	E-mail address:	wscs.gen@ftb.ca.gov	For hearing impaired with TDD, call:	1-800-822-6268	Website:	www.ftb.ca.gov
Withholding Services and Compliance Section:	1-888-792-4900	E-mail address:	wscs.gen@ftb.ca.gov						
For hearing impaired with TDD, call:	1-800-822-6268	Website:	www.ftb.ca.gov						
5	<p>Provide the name, title, signature, and telephone number of the individual completing this form. Provide the date the form was completed.</p>								
6	<p>This section must be completed by the State agency requesting the STD. 204.</p>								
	<p><b><u>Privacy Statement</u></b></p> <p>Section 7(b) of the Privacy Act of 1974 (Public Law 93-579) requires that any federal, State, or local governmental agency, which requests an individual to disclose their social security account number, shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it.</p> <p>It is mandatory to furnish the information requested. Federal law requires that payment for which the requested information is not provided is subject to federal backup withholding and State law imposes noncompliance penalties of up to \$20,000.</p> <p>You have the right to access records containing your personal information, such as your SSN. To exercise that right, please contact the business services unit or the accounts payable unit of the State agency(ies) with which you transact that business.</p> <p>All questions should be referred to the requesting State agency listed on the bottom front of this form.</p>								

CCC-307

**CERTIFICATION**

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i> CAPC Inc.		95-4389351
<i>By (Authorized Signature)</i> 		
<i>Printed Name and Title of Person Signing</i> Carolyn Ann Reggio, Executive Director		
<i>Date Executed</i> April 30, 2013	<i>Executed in the County of</i> Los Angeles	

**CONTRACTOR CERTIFICATION CLAUSES**

1. STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lesser of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at [www.dir.ca.gov](http://www.dir.ca.gov), and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations,

or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts over \$100,000 executed or amended after January 1, 2007, the contractor certifies that contractor is in compliance with Public Contract Code section 10295.3.

## **DOING BUSINESS WITH THE STATE OF CALIFORNIA**

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

- 1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- 2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

- 1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
- 2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.





State Council on Developmental Disabilities

• website • [www.scdd.ca.gov](http://www.scdd.ca.gov) • email • [council@scdd.ca.gov](mailto:council@scdd.ca.gov)

1507 21st Street, Suite 210  
Sacramento, CA 95811



STATE OF CALIFORNIA

Edmund G. Brown Jr.  
Governor

(916) 322-8481  
(916) 443-4957 fax  
(916) 324-8420 TTY

## **State Council on Developmental Disabilities Community Program Development Grant (CPDG) Cycle 36**

**Grant Available  
Up to  
\$30,000  
Focus: Facilitation**

The purpose of the Request for Proposal (RFP) is to seek qualified proposers to support and advance the self-advocacy activities of the State Council on Developmental Disabilities (SCDD) specifically by providing facilitators and attendants for self-advocates who indicate such a need. Self-advocates associated with the Council participate in one or more of the following groups: Statewide Self-Advocacy Network (SSAN), the Self-Advocate Advisory Committee (SAAC), the Employment First Committee (EFC) and the Council itself.

**Deadline: July 8, 2013**

The funding for the Grants is being provided through the SCDD's Community Program Development Grant (CPDG) Cycle 36 program for Federal Fiscal Year 2013-14. Any project that is funded will be completed on September 30, 2014.

The announcement and instructions for the grant can be found at [www.scdd.ca.gov](http://www.scdd.ca.gov) starting on Wednesday, June 12, 2013.

If you need more information, please call Kristie Allensworth at 916 -322- 8777 or e-mail at [kristie.allensworth@scdd.ca.gov](mailto:kristie.allensworth@scdd.ca.gov).

*"The Council advocates, promotes & implements policies and practices that achieve self-determination, independence, productivity & inclusion in all aspects of community life for Californians with developmental disabilities and their families."*



**DRAFT**  
**Self-Advocates Advisory Committee Meeting Minutes**  
**May 13, 2013**

**Members Present**

Jennifer Allen  
Brian Gutierrez  
Molly Kennedy  
Kerstin Williams

**Members Absent**

Thomas Forderer  
Kecia Weller

**Others Attending**

Thomas Johnson  
Angela Lewis  
Roberta Newton  
Mary Agnes Nolan  
Mark Polit

**1. CALL TO ORDER**

Jennifer Allen, Chairperson, called the meeting to order at 1:38 p.m.

**2. ESTABLISHMENT OF QUORUM**

A quorum was established

**3. WELCOME AND INTRODUCTIONS**

Council members and others attending introduced themselves.

**4. PUBLIC COMMENT**

There were no public comments.

**5. APROVAL OF DECEMBER 2012, JANUARY 2013, AND MARCH 2013 MEETING MINUTES**

**APROVAL OF DECEMBER 2012 MEETING MINUTES**

It was moved/seconded (Kennedy/Williams) and carried to approve the December 3, 2012, meeting minutes as presented

**APPROVAL OF JANUARY 2013 MEETING MINUTES**

It was moved/seconded (Kennedy/Gutierrez) and carried to approve the January 13, 2013, meeting minutes as presented.

## **APPROVAL OF MARCH 2013 MEETING MINUTES**

It was moved/seconded (Gutierrez/Kennedy) and carried to approve the March 19, 2013, meeting minutes as presented.

### **6. SSAN REPORT**

Jennifer Allen reported that SSAN has not met since the last Council meeting and the next SSAN meeting will be held on June 5<sup>th</sup> and 6<sup>th</sup>, 2013 in San Diego, CA. The theme of the meeting will be Mission Possible and will focus on finalizing a mission statement. Members have also been provided a template to help with their member reports.

### **7. RFP UPDATE**

Roberta Newton provided a brief update on the Request for Proposal(s). Specifically, she discussed a few possible reasons for why the RFP for facilitation did not receive any bids (i.e. funding, scope, unclear language, etc.).

Roberta informed the committee that she and Mark Polit made several inquiries with various agencies and received diverse opinions regarding this issue. Roberta told the committee that there would be a request made to Council that the funding for the facilitation RFP be increased, as well as a focused outreach and a "bidder's conference" in order to gain feedback on exactly what the contractors are looking for in the RFP.

### **8. DISCUSSION OF OREGON LAWSUIT TO CLOSE SHELTERED WORKSHOPS**

Molly Kennedy presented the committee with a detailed discussion pertaining to the recent developments in Oregon, surrounding the current lawsuit made by Disability Rights Oregon to dismantle "sheltered workshops". Essentially, 'sheltered workshops' are factories that hire individuals with developmental/intellectual disabilities to work on assembly lines for low wages, no benefits, minimal opportunities for more gainful employment, and provide no incentive for these individuals to engage their communities. More importantly, these workshops are

exploiting these individuals because they make extreme profits by not paying their employees minimum wages.

Molly Kennedy stressed that this issue is vitally important for SAAC and the full Council to not only support, but also address in the state of California.

Roberta Newton suggested that SAAC members engage the Employment First Committee and implore them to adopt this issue into their future efforts.

It was moved/seconded (Kennedy/Williams) that SAAC present the concept of beginning to reduce segregated employment to people with developmental disabilities in California"

It was decided that Molly and Jennifer will visit the next EFC meeting. Molly offered to research what is happening in other states. A decision was made to invite Byron MacDonald of World Institute on Disability (WID), to the next meeting which will take place in Berkeley, CA.

#### **9. REVIEW COUNCIL PACKET**

Roberta Newton reviewed the March 20, 2013, Council Packet.

#### **10. ADJOURNMENT**

Jennifer Allen adjourned the meeting at 3:36pm.

## DETAIL SHEET AGENDA ITEM

### EMPLOYMENT FIRST ANNUAL REPORT

**ISSUE:** Employment First Committee Annual Report to Governor and Legislature.

**SUMMARY:** California Welfare and Institutions Code Section 4868 (e) requires that the Employment First Committee (EFC) submit an annual progress report to the Governor and relevant committees of the Legislature "describing its work and recommendations." While statute describes this as a report of the Committee, the Council must approve the report, since the EFC is a committee of the Council.

**BACKGROUND:** The attached report has been approved by Employment First Committee.

Contents of the report:

1. Priorities adopted by the Employment First Committee
2. Significant national developments
3. Current status of the employment of individuals with developmental disabilities and recommendations on use of data
4. Policy recommendations
5. The third year's work of the Committee.
6. The work of the California Employment Consortium for Youth
7. Next steps

**ANALYSIS/DISCUSSION:** N/A

**COUNCIL STATE PLAN OBJECTIVE:** Objective 8(a): The State Council's Employment First Committee will continue to identify strategies and monitor progress towards implementation of the employment first policy.

**PRIOR COUNCIL ACTIVITY:** The Council sponsored legislation to establish the Employment First Committee and establish an employment first policy in statute. This is the third annual report of the EFC submitted by the Council.

**RECOMMENDATION(S):** The Employment First Committee recommends that the Council approve its 2013 Annual Report for submittal to the Governor and the Legislature.

**ATTACHMENT(S):** 2013 Employment First Report

**PREPARED:** Mark Polit, July 1, 2013

# 2013

## EMPLOYMENT FIRST COMMITTEE Annual Report

Jessica Lane



**State Council on  
Developmental  
Disabilities**

**1507 21<sup>st</sup> Street  
Suite 210**

**Sacramento, CA 95811  
(916) 322-8481**



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Cover page photo: Jessica Lane is a member of the Floral Chicks, a microenterprise within the Little Red Hen Gift Shop in Chico, California. The Floral Chicks “make fabulous flower arrangements for all occasions.” Photo credit: Far Northern Regional Center and Area Board II, Directed by Doug Churchill.



# EMPLOYMENT FIRST PROGRESS REPORT 2013

## EXECUTIVE SUMMARY

Lack of opportunity for people with intellectual and developmental disabilities (I/DD) to work in regular jobs and make decent pay is a national tragedy. Most states have failed to develop the supports needed for people to work in jobs at regular work sites, earning the same pay and benefits as people without disabilities doing the same work – what we call “*integrated competitive employment*” or sometimes just “*integrated employment*.”

In California only 13% of working age regional center clients get a pay check. Of this 13% many work in segregated work sites, make sub minimum wage or work only a few hours a week. Only 8% work in integrated competitive employment.

Under the Lanterman Act, California has successfully developed a comprehensive system of services to support people to live in their communities. However, the state has focused its efforts on developing non-work services. Thus, California ranks 3<sup>rd</sup> among the states in offering integrated non-work day services and only 35<sup>th</sup> in supporting people in integrated employment.

Of the top 16 states for integrated employment, 11 of them have adopted employment first policies. Employment First is a commitment to focus services on supporting people with disabilities to work in integrated competitive employment. The experience of these states shows that it makes a difference what states focus their expenditures on. It also shows that people with developmental disabilities, including significant disabilities, are able to work in integrated competitive employment when they have the appropriate supports.

A national movement towards Employment First is evident with 22 States having already adopted Employment First policies: Arkansas, Colorado, Connecticut, Delaware, Kansas, Louisiana, Maine, Maryland, Massachusetts, Missouri, New Jersey, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, Tennessee, Utah, Virginia, and Washington.



Red states and blue states have adopted an employment first policy, because when people work, they rely less on state services; and employment is a value that we all share.

This year, AB 1041 (Chesbro) embodies California's hope for its own Employment First Policy. This bill would establish an employment first policy in statute, directing the state to make opportunities for integrated competitive employment its priority. This legislation is the result of seven years of work between the Council, stakeholders, the Legislature, and Administration on ways to improve employment outcomes for people with developmental disabilities.

The arguments for employment first have been traditionally framed as a means to reduce state expenditures on services and as a moral imperative to give people with developmental disabilities the opportunity to work, support themselves, be a real participant in their community, contribute, and experience the dignity of a job and a paycheck. This past year, states have been presented with a legal imperative: The United States Department of Justice (DOJ) has found that unnecessary segregation in sheltered workshops and segregated day serves is in violation of the integration mandate of the Americans with Disabilities Act.

The DOJ has intervened in a lawsuit in Oregon on that basis, resulting in a Governor's Executive Order that would build capacity for integrated competitive employment and close admissions to sheltered workshops. The State of Rhode Island and City of Providence have entered into an interim settlement agreement with the DOJ to resolve violations of the ADA for 200 people in sheltered workshops and segregated day services. The state of New Jersey, in part responding to the DOJ finding in Oregon, announced the rapid phasing out of sheltered workshops.

This report also discusses the efforts of the Employment First Committee and other stakeholders to expand opportunities for integrated competitive employment in California. This includes: (1) A summary of the status of employment in California and recommendations for improved data analysis, (2) policy recommendations on an employment first policy and federal work incentives, (3) best practices and efforts at systems change in two of California's largest school districts, (4) the work of other committees and councils of the state with responsibilities on employment of people with disabilities, and (5) plans for the coming year.

# INTRODUCTION

What follows is the third annual report of the Employment First Committee (EFC) of the State Council on Developmental Disabilities (the Council), pursuant to California Welfare and Institutions Code Section 4868 (e).

## Contents of 2013 Report

1. *Priorities adopted by the Employment First Committee*
2. *Significant national developments*
3. *Current status of the employment of individuals with developmental disabilities and recommendations on use of data*
4. *Policy recommendations*
5. *The third year's work of the Committee.*
6. *The work of the California Employment Consortium for Youth*
7. *Next steps*

The statutory responsibilities of the Employment First Committee are enumerated in California Welfare and Institutions Code Division 4.5, Chapter 14, Employment (see Appendix A). The membership of the Committee is listed in Appendix B.

## PRIORITIES

In our first report, many recommendations were made for improving the employment status of people with intellectual and developmental disabilities (I/DD), changes that can only be attempted over many years. Therefore, the EFC developed three priorities for its current work.

### Employment First Priorities

1. *The enactment of an Employment First Policy*
2. *Strengthen youth transition to integrated competitive employment*
3. *Promote participation by traditionally under-represented groups*

# EMPLOYMENT FIRST AS A NATIONAL PRIORITY

Lack of opportunity for people with intellectual and developmental disabilities (I/DD) to work in regular jobs and make decent pay is a national tragedy. However, the last few years have seen major national developments and a new focus that promises widespread change in how people with I/DD are supported.

## Focus

Last year, in our second annual report, we described how the work of influential national organizations is bringing a higher profile to this issue: (1) The National Governor's Association, (2) Department of Labor Office of Disability Employment Policy, (3) Administration on Intellectual and Developmental Disabilities system change grants, (4) State Employment Leadership Network of the National Association of State Directors of Developmental Disabilities Services, and (5) the Association of People Supporting Employment First (APSE).

This past year, a major policy initiative by the National Council on Independent Living and the World Institute on Disability has been released and supported by the Council. This is discussed in the Policy section of this report. Also, the national advocacy organization TASH released a white paper<sup>1</sup> describing the necessity and the means to reduce reliance on sheltered work and give people with I/DD opportunities for integrated competitive employment.

## Litigation

Perhaps the most significant and far reaching development has been the intervention of the United States Department of Justice (DOJ) and their finding that under the ADA, Congress prohibited discrimination by public entities against individuals with disabilities, including discrimination in the form of unnecessary segregation and isolation.<sup>2</sup> They found that segregation in sheltered workshop and segregated day programs is subject to those discrimination provisions. Based on this finding and their investigations, the DOJ has entered litigation in the states of Oregon and Rhode Island.

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<sup>1</sup> *Non-Legislative Changes to Improve Integrated Employment Outcomes*, TASH, February 21, 2013.

<sup>2</sup> *United States' Memorandum in Support of Its Motion to Intervene, Lane v. Kirtshaber*, March 27, 2013.

## Oregon

Based on 2008 data, a 2010 report commissioned by the State, found (much like in California today) that “a majority of working age adults with significant (developmental) disabilities are supported today in programs that offer segregation and long-term dependency regardless of cost.”<sup>3</sup>

In 2012, Disability Rights Oregon filed a class action lawsuit, *Lane v. Kitzhaber*, on behalf of 2,300 individuals served in sheltered workshops. That summer the DOJ sent a letter of findings in support of the plaintiff’s position that unnecessary segregation in sheltered workshops violates the ADA.

## DOJ Findings

In their findings, the DOJ stated that Oregon failed to “provide employment and vocational services to persons with intellectual and developmental disabilities in the most integrated setting appropriate to their needs, in violation of the ADA. The State plans, structures, and administers its system of providing employment and vocational services in a manner that delivers such services primarily in segregated sheltered workshops, rather than in integrated community employment. Sheltered workshops segregate individuals from the community and provide little or no opportunity to interact with persons without disabilities, other than paid staff.”<sup>4</sup>

On April 10, 2013, two weeks after the DOJ filed a motion to intervene, the Governor of Oregon issued an executive order (EO) which seeks to provide integrated employment services to a greater number of people with I/DD. Included in the order, the state will end admissions to sheltered workshops in July of 2015. The plaintiff’s, however, are continuing the lawsuit because they claim the EO would affect only 1/3 of the people currently in segregated work settings.

## Rhode Island

The Justice Department announced on June 13 that it entered into an interim settlement agreement with the State of Rhode Island and the City of Providence to resolve violations of the ADA, for approximately 200 people with I/DD in

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<sup>3</sup> *Washington Initiative for Supported Employment, Community Leadership for Employment First in Oregon: A Call to Action 6*, 2010. [http://www.dhs.state.or.us/dd/supp\\_emp/docs/wise.pdf](http://www.dhs.state.or.us/dd/supp_emp/docs/wise.pdf)

<sup>4</sup> *United States’ Investigation of Employment and Vocational Services for Persons with Intellectual and Developmental Disabilities in Oregon Pursuant to the Americans with Disabilities Act*, United States Department of Justice, June 29, 2012.

sheltered workshops and segregated day programs. This case resulted from a US Department of Labor investigation of the improper use of sub-minimum wages paid to people in the workshop. The Sub-minimum wage certificate has since been revoked.

### **New Jersey**

In part, citing DOJ findings and the threat of litigation, New Jersey announced a rapid and systematic phasing out of sheltered workshops and the development of integrated employment supports.<sup>5</sup>

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<sup>5</sup>*Upcoming Changes to DDD's Policy on Funding of Sheltered Workshops*, Division of Developmental Disabilities, State of New Jersey, March 13 , 2013.

# CURRENT STATUS OF THE EMPLOYMENT OF INDIVIDUALS WITH DEVELOPMENTAL DISABILITIES

## California Employment Outcomes

We reported in 2012 that people with developmental disabilities continue to have disturbingly low employment rates, and that California lags behind most other states in addressing this issue. We reported on the National Core Indicator (NCI) Survey<sup>6</sup> conducted by the Council on behalf of the Department of Developmental Services provided statistics on a representative sample from across California of **8,724** adults with developmental disabilities<sup>7</sup>. According to the NCI results<sup>8</sup>, only 8% of those surveyed had a job in the community compared to 14.4% nationally<sup>9</sup>. Of the 92% that were not employed, survey results showed that 41% wanted a job. If this is generalized to the whole regional center population, then there are roughly **48,000**<sup>10</sup> unemployed working age regional center clients who want to work.

The California Department of Developmental Services (DDS) and the California Employment Development Department (EDD) through their interagency data analysis have made an important contribution to our understanding the tremendous challenge ahead in supporting people with I/DD to work, contribute, and reduce their dependence on state support. Their collaboration shows that only 12.7% of working age regional center clients received wages in 2011 compared with 74.3% of the general population.<sup>11</sup> Although the 12.7% statistic is disturbingly low, it is even more troubling because many of these individuals may work in segregated work environments, earn subminimum wage, or work very few hours a week. Indeed, the annual average wage of regional center clients

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<sup>6</sup> The National Core Indicators is a quality assessment tool with standard measures used across the states to assess the outcomes of services provided to individuals and families. Indicators address key areas of concern including employment, rights, service planning, community inclusion, choice, and health and safety.

<sup>7</sup> The NCI survey was conducted between May 2010 through January 2011 with adults with developmental disabilities or their proxy in face-to-face interviews.

<sup>8</sup> National Core Indicators California Adult Consumer Survey Report, Quality Assessment Project, Fiscal Year 2010-2011, Prepared by Human Services Research Institute for the California Department of Developmental Services, July 2012.

<sup>9</sup> National Core Indicators, 2009- 2010

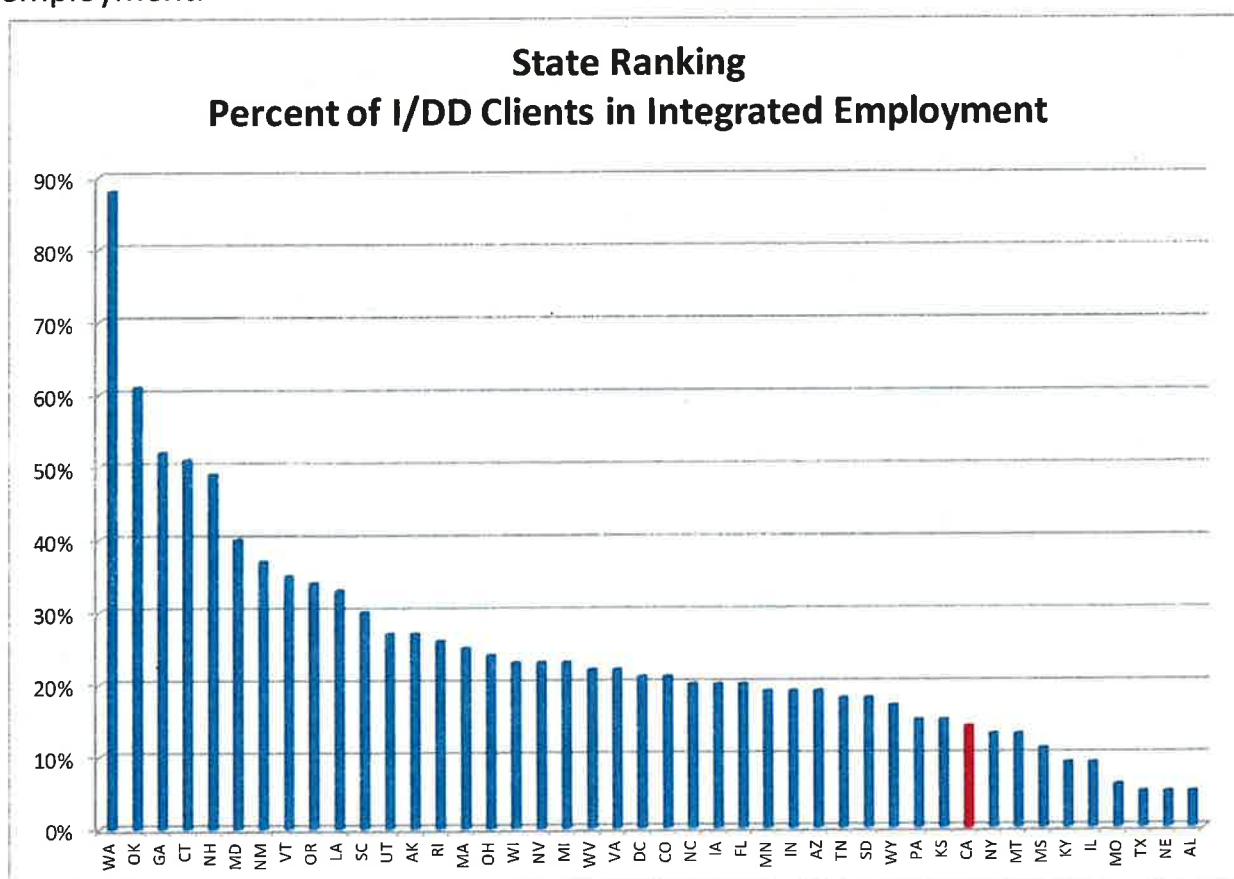
<sup>10</sup> Based on 38% of 127,277 Status 2 (active) regional center clients 18 years and older, according to June 2011 data from the DDS Client Master File.

<sup>11</sup> **CITE FROM DDS EMPLOYMENT REPORT, with exact statistics, DUE FOR RELEASE SHORTLY.** These data slightly underestimate the percentage who do have earnings, since those who receive earnings as a contractor or through self-employment are not reflected here.

who do get a paycheck was less than \$500 per month<sup>12</sup>, or only 55% of the Federal Poverty Level for a single person.<sup>13</sup>

## Comparative Employment Outcomes

This report looks closer at California's ranking among the states on integrated employment. A national comparison of I/DD employment data by the Institute on Community Inclusion<sup>14</sup> is displayed graphically below. The graph displays the number of people served in integrated employment<sup>15</sup> as a percentage of the total number served in employment or day service settings. California (marked in red) ranks 35<sup>th</sup> among the 44 states with data, with only 14% served in integrated employment.<sup>16</sup>



Source: *State Data: The National Report on Employment Services and Outcomes, 2012.*

<sup>12</sup> CITE DDS REPORT DUE FOR RELEASE SHORTLY

<sup>13</sup> Federal Register, Vol. 76, No. 13, January 20, 2011, pp. 3637-3638. FPL was \$10,890/year.

<sup>14</sup> State Data: The National Report on Employment Services and Outcomes, 2012. Institute for Community Inclusion (UCEDD), University of Massachusetts, Boston, winter 2013. P. 20.

<sup>15</sup> Integrated employment is people working in regular job sites, earning the same pay and benefits as people without disabilities performing the same work.

<sup>16</sup> Note that this is a higher percentage than is indicated by the NCI or EDD data. This is due, in part, because those data sets are based on the entire working age regional center population, while the ICI data is a percentage of only those who are served in day or employment services.

## Lessons Learned

In the chart above, 11 of the top 16 states have an employment first policy.<sup>17</sup> Although, many factors contribute to these statistics, the success of many states supporting people in integrated employment shows that (1) people can work with the right support, and (2) focus by the state on employment is important.

While California ranks 35<sup>th</sup> in integrated employment outcomes, it ranks third in community-based non-work day services.<sup>18</sup> The comprehensive system of community-based services and supports developed under the Lanterman Act has been successful in offering many options for people with I/DD. However, these efforts have mostly focused on developing non-work services and supports, such as activity based day services. While all states encounter many barriers, results can change significantly when a state focuses its efforts on providing people with significant disabilities opportunities for integrated employment.

This comparison to other states is especially important as the California Legislature considers AB 1041 (Chesbro), Employment First Policy, discussed in the policy section of this report, which seeks to shift the focus of service development to supporting people in good jobs with good pay.

## Recommendations on Data

It is critical for the state to track its progress on employment outcomes, and be able to do analysis of data to understand which strategies work and do not work; and who is being adequately served and who is not. The EFC and other groups have been trying to address this issue for some time. The Council, and EFC, through its participation in the California Employment Consortium for Youth (CECY), has focused its work on data through the CECY data workgroup.

The EFC worked with the CECY data group to identify and crosswalk relevant employment data from different systems to make recommendations for improved use, collection, and dissemination of data that can track the state's success in supporting the growth of integrated competitive employment. This work identified existing sources of data that are adequate to create a "data dashboard" for the state to track its progress (discussed under "Next Steps").

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<sup>17</sup> Of the 22 states that have adopted an employment first policy, 11 of them rank in the top 16 states in integrated employment: WA, OK, CT, MD, OR, LA, UT, AK, RI, MA, OH

<sup>18</sup> State Data: The National Report on Employment Services and Outcomes, 2012. Institute for Community Inclusion (UCEDD), University of Massachusetts, Boston, winter 2013. P. 20.



The work with CECY led to the identification of simple but important analyses that could be performed with existing data sources and could help us better understand employment outcomes. However, some additional coordination between agencies is required.

A current agreement between the Department of Developmental Services (DDS) and the Employment Development Department (EDD) has resulted in very valuable, high quality data describing the numbers, and percentage, of working age regional center clients making wages and their average earnings (referenced above, under California Employment Outcomes).

At the request of the EFC, the Council has asked that the agreement between the departments be expanded slightly to allow for a deeper analysis, without impacting consumer confidentiality issues, and with a relatively small investment of staff time. The departments are currently considering that request.

- **Distribution of Earnings** - Under their current agreement, DDS supplies EDD with the SSN's of all working age regional center clients. EDD then pulls income information associated with the SSN's and returns the data in aggregated form: (1) Numbers and percentage employed and (2) average earnings. The Council requested that EDD and DDS expand this analysis to include the distribution of annual earnings, such as in 20 percentile ranges.
- **Analysis of Subgroups** - The Council also requested that the departments expand their analyses to subgroups of regional center clients. This could help us understand employment outcomes associated with, for example, various service types, levels of disability, types of disability, geography, and ethnic backgrounds. In that way, DDS could receive the same aggregated information back from EDD (percent employed, average earnings and earnings distributions) for each subgroup. These subgroups would include thousands of individuals each, and therefore ensure confidentiality of individual earnings information. The Council was not prescriptive in its request, instead encouraging collaboration among the departments and with CECY/EFC to identify solutions and approaches that are not labor intensive and would maximize its contribution to the state's efforts.

# POLICY RECOMMENDATIONS

## Employment First Policy

The State Council on Developmental Disabilities, pursuant to WIC Section 4868(c)(4), recommended to the Legislature an employment first policy. The proposed policy, carried by AB 1041 (Chesbro), is given in the boxes below, followed by the legislative history that led to this policy. AB 1041 has broad stakeholder support and no registered opposition.

### Proposed Employment First Policy AB 1041 (Chesbro)

*It is the policy of the state that opportunities for integrated, competitive employment shall be given the highest priority for working age individuals with developmental disabilities, regardless of the severity of their disabilities.*

#### Definitions AB 1041 (Chesbro)

***Integrated Employment*** occurs “in work in a setting typically found in the community in which individuals interact with individuals without disabilities other than those who are providing services to those individuals, to the same extent that individuals without disabilities in comparable positions interact with other persons.”

***Competitive Employment*** means “work in the competitive labor market that is performed on a full-time or part-time basis in an integrated setting and for which an individual is compensated at or above the minimum wage, but not less than the customary wage and level of benefits paid by the employer for the same or similar work performed by individuals who are not disabled.”

***Microenterprises*** are “small businesses owned by individuals with developmental disabilities who have control and responsibility for decision-making and overseeing the business, with accompanying business licenses, taxpayer identification numbers other than social security numbers, and separate business bank accounts. Microenterprises may be considered integrated competitive employment.”

## California Legislative History on Employment First Policy

Over several years, the Council has worked with the Legislature, Administration, and stakeholders on policy to encourage the growth of integrated competitive employment for people with I/DD:

- **SB 1270 (Chesbro), Statutes of 2006** – Established a stakeholder and public input process, organized by the Council, to recommend ways to expand opportunities for people with I/DD in the areas of employment and community participation.
- **AB 2424 (Beall), 2008** – Following on the recommendations of the Council coming out of the SB 1207 process, AB 2424 would have established an employment first policy and imposed responsibilities on regional centers and DDS related to the development of materials, the provision of information, and the conduct of IPP meeting. The bill was held by Senate Appropriations.
- **AB 287 (Beall), Statutes of 2009** – Established the Employment First Committee as a standing committee of the Council. The EFC was tasked with recommending an employment first policy, identifying strategies and best practices, report on the state's progress, and make recommendations for policy change for significantly increasing the numbers of people with I/DD in integrated competitive employment.
- **Employment First Report, 2011** – After an extensive stakeholder process through the Employment First Committee, the Council recommended the to the Legislature and Governor language for an employment first policy, and strategy options to achieve better employment outcomes.
- **AB 254 (Beall), 2011** – Carried the employment first policy proposed by the Council. The bill received some stakeholder opposition and raised cost concerns. It was held in Assembly Appropriations Committee.
- **AB 2338 (Chesbro), 2012** - Addressed the cost concerns of the Assembly Appropriations Committee by narrowly focusing on the policy. It also made changes to the proposed policy to address concerns of some stakeholders.

However, a critical fiscal analysis caused the bill to be held in Senate Appropriations where it died.

- **AB 1041 (Chesbro), 2013** - Is virtually identical to AB 2338. The bill has passed out of the Assembly and is in the Senate. AB 1041 has broad support from the stakeholder community, and no opposition.

## Cost Effectiveness of Employment First Policy

Adoption of this employment first policy would be an important step for California to transition towards a fiscally sustainable service system.

Supporting individuals in integrated competitive employment costs less than other forms of day services. The typical supports for an individual in integrated competitive employment is an Individual Placement Supported Employment Program (IP SEP). The table below gives the average annual per person cost in California for the fiscal year 2009/10 for the main types of day and employment services. The average cost of IP SEP is so low, because, as a person becomes stabilized on the job, they require less paid support. Individuals learn the job and rely more on co-workers for support (just like people without disabilities), instead of relying on a supported employment job coach.

ANNUAL PER PERSON COSTS				
DAY PROGRAM	LOOK ALIKE	SHELTERED WORK	SEP GROUP	SEP INDIVIDUAL
\$11,831	\$12,769	\$5,372	\$10,542	\$4,181

Source: 2009-2010 Annual Report, Employment and Day programs, Department of Developmental Services

In addition to the cost of service being less, integrated competitive employment brings greater benefits to the individual and society, and reduces reliance on public supports in other ways. A person who works at a regular job relies less, or not at all on SSI; a person with an employer paid health plan, relies less on Medi-Cal, saving the state close to \$3,000 per year;<sup>19</sup> and a person who no longer lives in poverty uses a variety of social programs less.

The non-fiscal outcomes for the individual are significant. A regular job with regular pay brings a greater sense of self-worth, self-confidence, a sense of contribution, and the dignity of a paycheck. Working for a living, can also be a means for a person to increase their income and overcome many of the

<sup>19</sup> Modeling Medi-Cal's Potential Ticket To Work Population, California Department of Health care Services, 2010.

debilitating effects of poverty. When an individual is employed at a regular worksite, they experience less social isolation; they get to know other people, make friends, and gain allies who support them just like non-disabled friends and associates support each other, because they care about each other, and not because they are paid to care.

## **Pilot Project – Reform of Federal Work Incentives**

SSI provides a ground of income for 4.6 million working age people with disabilities across the country. In order to qualify for SSI, an individual must have low assets, low income, have significant impairments in functioning (disability), and prove that they are not capable of working. Nearly 15 years ago, the federal Ticket to Work legislation created improved incentives for people with disabilities to enter the workforce. However, the movement off of SSI is minimal.

At 18 years, young people with disabilities apply for SSI benefits, and they must prove that they are incapable of working. This is the wrong message to send to a young person. The World Institute on Disability (WID) and the National Council on Independent Living (NCIL) have prepared a detailed proposal to Congress for a pilot project in a few states which would encourage and support the employment of people with disabilities on SSI. Coming out of the disability community, this proposal seeks to change the presumption within SSI from “not able to work” to “can and will work.”

This proposal seeks to break the trap of enforced poverty and dependency of SSI recipients. Instead of requiring a new recipient to prove he or she cannot work, pilot participants would develop an individual career plan. That plan would utilize existing resources within the pilot states to support their career development. The pilot would also allow participants to keep receiving the federal portion of their SSI check. This is an additional incentive for earnings, and it helps offset the high cost of being disabled.

**At the recommendation of the Employment First Committee, the Council supports piloting the major concepts embodied in the WID/NCIL SSI reform proposal:**

**(1) Eligibility** - Retain means testing and qualifying for the program through the current SSA Listing of Impairments. However, the SSI test for “incapacity to work” would be eliminated.

**(2) Individual Career Plan** - Program participants must develop and comply with an Individual Career Plan. The plan would be developed from a list of available vocational or employment support services. Non-compliance with the plan would cause the participant to exit the pilot to current SSI benefit rules.

**(3) Counseling** - Participants would receive “life coaching” services on resources for implementing the Individual Career Plan.

**(4) Retain Cash Benefit** - The federal SSI benefit rate of \$710/month would remain whole for participants, no matter what wages are earned, as long as they are in the pilot and following their Career Plan.

**(5) Twenty-first Century Reporting** - Online reporting, tracking, and consumer information services in the test states.

# EMPLOYMENT FIRST COMMITTEE WORK

The structure of the EFC includes a diverse group of agencies and individuals, including self-advocates, providing the opportunity to explore the interrelated elements associated with having numerous departments with differing roles share in a common goal.

Quarterly meetings are conducted to review, evaluate and assist the Council in areas related to policies and programs that ensured our ongoing commitment to promoting integrated competitive employment in our local communities and throughout the state.

## Data and Policy Work

The EFC has worked extensively on policy and data recommendations discussed above and summarized here:

- Furthering the adoption of an employment first policy, AB 1041 (Chesbro).
- Working with the departments and CECY on identifying, analyzing, and disseminating employment outcomes data.
- Coordinating with CECY and recommending the expansion of an important data collaboration between DDS and EDD.
- Recommending the implementation of major components of a federal work incentives pilot project proposed by NCIL and WID.

## Best Practices in Transition

An important function of the EFC is to advise the Council. Based on the recommendation of the EFC, the Council focused a portion of its Cycle 35 (2012/2013) Program Development funds on integrated competitive employment for transition age<sup>20</sup> youth and young adults. This was responsive to the EFCs second priority, *“strengthen youth transition to integrated competitive employment.”*

After reviewing 34 proposals for that grant, the Council awarded \$360,000 to Jay Nolan Community Services, in partnership with Easter Seals of Southern California. The Jay Nolan grant started in February 2013 and is assisting transition

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<sup>20</sup> The grant defines “transition age” as between 16 and 30 years old.

age youth with I/DD, in Los Angeles and San Diego, to achieve integrated competitive employment and/or postsecondary education leading to career advancement. The grantees are using state of the art methods:

- (1) Customized Employment, which is based on an individualized determination of the strengths, needs, and interests of the person with a disability, and is also designed to meet the needs of the employer.
- (2) Discovering Personal Genius, a process that supports customized employment through a one person at a time exploration of career potential and interests that begins with the assumption of employability. It includes a team approach that includes family, neighbors, and other allies, interviews, and exposure to relevant activities and work experiences.
- (3) Intensive involvement of families and friends,
- (4) Parent support groups centered on how families can support their transition age youth to achieve integrated competitive employment,
- (5) Partnerships between schools and employment service providers,
- (6) Teamwork between schools, service providers, regional centers, Department of Rehabilitation, youth and families.
- (7) Using alternative sources of funding such as the federal Ticket to Work and PASS programs.

They involve families, school staff, regional center service providers, regional centers, and the Department of Rehabilitation. Consistent with the EFC's third priority ("*promote participation by traditionally under-represented groups*"), the grantees are doing significant outreach to communities of color and immigrant populations. The locations of the project, and the cooperation of Los Angeles Unified School District and San Diego Unified School District, make this a promising effort for achieving systems changes beyond the scope and duration of the grant.

This grant is an example of the collaboration of the EFC with the full Council to apply significant resources to further the work of the state in promoting integrated competitive employment.



## **Interagency Activities and Collaborations**

Previous reports discussed roles and responsibilities of state agencies. This report introduces other key state entities with responsibilities in the areas of transition and employment.

### **Coordinating Among Key State Committees and Councils**

The Employment First Committee serves as a forum for key stakeholders, the Council and the relevant departments to clarify roles and responsibilities related to employment for people with developmental disabilities and to collaborate on data, best practices and policy to further integrated competitive employment. Whereas other committees and councils address a cross disability focus on employment, EFC provides a unique focus on people with developmental disabilities. This focus provides an opportunity to address the unique barriers faced by individuals with complex support needs, and who experience the poorest transition and employment outcomes. This year these groups are seeking greater coordination, recognizing the potential for supporting each other's work, avoiding duplication of effort, and benefiting from each other's experience and expertise. The work of CECY is discussed in the next section, while the other groups are discussed below.

### **California Committee on Employment of People with Disabilities (CCEPD)**

CCEPD is established by statute and charged with consulting and advising the Secretaries of the California Labor and Workforce Development Agency and the California Health and Human Services Agency on all issues related to full inclusion in the workforce of persons with disabilities, including development of a comprehensive strategy for the employment of people with disabilities.

CCEPD is comprised of a diverse team of twenty-one appointed members, an Executive Officer appointed by the Governor, and three, full-time professional staff from the Department of Rehabilitation. Their mission is to achieve an employment rate for people with disabilities in California that is in parity with that of the general population. CCEPD fulfills its charge by:

- Convening stakeholders at state and local levels to acquire timely and relevant input for policy recommendations and action steps;
- Gathering, analyzing, and disseminating data, policy recommendations, and other information;

- Identifying, formulating, and supporting innovative policy solutions to emerging and long-standing policy barriers and challenges; and
- Providing tools to facilitate effective implementation of policy recommendations

While the committee is staffed by the Department of Rehabilitation and funded by the Employment Development Department, they are charged with addressing the employment needs of all individuals with disabilities.

CCEPD has two task-oriented workgroups:

- **Increasing Employer Demand** for qualified workers with disabilities. Areas of focus for this workgroup include: improving the State of California as a model employer of people with disabilities; and partnering with employers in the health care industry in California to develop internal policies and initiatives that increase the number of people with disabilities hired, retained, and promoted in that industry.
- **Building a Pipeline** of qualified workers with disabilities to fill those positions. Areas of focus for this workgroup include: promoting the development of innovative reforms of the SSI, SSDI, Cal-WORKS, and other benefits planning systems for new applicants and current recipients with the principle objective of maximizing work and economic independence; addressing the barriers in education and training for students with disabilities and existing health professionals and state employees who acquire disabilities; and supporting the effectiveness, sustainability, and replicability of the California Youth Leadership Forum (YLF) for Students with Disabilities, which is part of a proven model for enhancing the personal, academic, and career potential of young people with disabilities in California.

### **State Independent Living Council (SILC)**

The SILC, established by statute, is an 18-member council, appointed by the Governor, which serves to maximize opportunities for people with disabilities who desire to live independently. The SILC membership represents a cross-section of the independent living movement in California and, by law, the majority of the volunteer council members are people with disabilities.

The SILC promotes policy and systems change for independent living by: (1) Advancing Olmstead, (2) strengthening the Independent Living (IL) Network, (3) representing the underserved, (4) increasing capacity for educating policymakers, and (5) improving services to older individuals who are blind.

In cooperation with the state Department of Rehabilitation, the SILC prepares a State Plan for Independent Living, which sets the policy and funding levels for the state's network of Independent Living Centers (ILCs) and services. To help guide this policy, the SILC solicits continual public feedback on the effectiveness of independent living services and the changing needs of the community. In addition to preparing and updating the State Plan for Independent Living, the SILC monitors the implementation of it. The SILC also coordinates with similar agencies and councils at the state and federal levels to increase communication and help assure that services to people with disabilities are delivered effectively.

The priorities of the SILC with respect to youth in transition are:

- Self-Determination,
- Informed decision-making, and
- Options for community living, including employment.

### **Community of Practice (CoP) in Secondary Transition**

The CoP is located within the Department of Education Office of Special Education and was formed and funded by the DOE and DOR to help them improve their transition and employment outcomes. It is a voluntary group of education professionals.

The CoP seeks to ensure the seamless and compliant transition services to youth, ages 16-22, that will lead to positive post-school outcomes. They carry out their work through a statewide community of practice, a statewide listserv which disseminates compliance information, resources and evidence-based practices, and statewide technical assistance through webinars and conference calls. Their key goal with respect to employment is integrated competitive employment in an area of interest to each individual youth ages 16-22.

# CECY

This year the Employment First Report gives a special focus on the *California Employment Consortium for Youth and Young Adults with Intellectual and Developmental Disabilities* (CECY). Because CECY is a five year project (2011-2016), it affords a time limited opportunity for government, the Council, and key stakeholders to work together on furthering the goal of integrated competitive employment.

CECY is one of eight Partnerships in Employment system change projects funded by the Administration on Intellectual and Developmental Disabilities as a Project of National Significance. The Tarjan Center at UCLA, a University Center for Excellence in Developmental Disabilities (UCEDD) provides the administrative leadership for CECY.

## **CECY Seeks to Improve Employment Outcomes By:**

- Raising the aspirations, capacities and expectations of youth with intellectual and developmental disabilities (ID/DD), their families, service systems, employers, and communities regarding integrative competitive work as the first choice;
- Improving statewide system policies and practices Strengthen interagency collaborations and practices between and among local and state agencies to increase opportunities for integrated competitive employment (ICE) of youth and young adults with ID/DD; and
- Working with the CECY partners to effect policy change at a state level that is aimed at increasing employment of youth and young adults with ID/DD.

## **Membership**

CECY has become a statewide consortium with over forty members representing:

- California Department of Rehabilitation
- California Department Education
- Employment Development Department

- Department of Developmental Services
- State Council on Developmental Disabilities
- Tarjan Center at UCLA
- Special Education Administrators
- Association of Regional Center Agencies (ARCA)
- Regional Centers (Orange County, Alta, San Diego)
- Community College Chancellor's Office
- California Committee on Employment of People with Disabilities
- Disability Rights California
- School Districts (Irvine, Whittier)
- California Transition Alliance
- California Community of Practice –Secondary Transition
- Youth Advocates

## **Work Groups**

Most of CECY's work is accomplished through the following workgroups:

- Policy ("Policy Change Artists")
- Best Practices ("America's Next Top Models")
- State Data and Performance Indicators ("Data Nerds")
- Outreach and Communication ("Outreachers")
- Resource Development ("Unbroken Chain")

## **Youth Self-Advocacy**

CECY emphasizes the role of self-advocates in contributing to the consortium's understanding of the issues and participating in policy and strategy deliberations. CECY's Youth Advisory Committee ("YAC") provides that input and advice.

## **Best Practices Documentation and Dissemination**

There are many challenges in supporting transition age youth with developmental disabilities to get jobs. However, many organizations have learned a great deal and developed methods that have been successful at the local level. CECY seeks to help document and disseminate some of the most promising practices in the state through grants to seven such organizations.

The grantees shed light on specific barriers to employment and describe new solutions that can be utilized by programs across the state. These solutions include using hybrid-funding streams, obtaining industry certificates to become more competitive in the job market, creating collaborations to increase job

development capacity after funding cuts, and more. Selected programs are from diverse communities across the state:

- Irvine Unified School District
- Glenn County Office of Education
- Taft College Transition to Independent Living Program
- Sweetwater Unified School District (Chula Vista)
- TransCen (San Francisco)
- East Bay Innovations (San Leandro)
- Whittier Union High School District

# NEXT STEPS

Moving California toward Employment First is an undertaking of critical importance in order to facilitate the dignity and independence of individuals with developmental disabilities with the added result of more people contributing to California's economy. The EFC will continue its focus on employment for transition age youth, through its four areas of responsibilities established in WIC Section 4868 (c),

## Employment Policy

- The Council and EFC will work with other stakeholders to pass AB 1041 (Chesbro), establishing an employment first policy in statute (see Policy Recommendations, page 9). If California adopts this policy, it will be the twenty-third state with an employment first policy. The EFC will coordinate with the CECY Policy Workgroup and other groups to explore further policy recommendations focused on transition age youth and young adults.
- The CECY Policy Workgroup is developing a white paper on the barriers to employment and policy recommendations to address those barriers. The policy recommendations will focus on:
  - Adoption of the Employment First Policy recommended by the Council.
  - Enhanced and coordinated person centered transition planning.
  - Funding for employment support providers that incentivize integrated competitive employment.
  - New program models for employment support services.
- The EFC will explore recommendations for state or federal public benefit policy changes to better enable people receiving public benefits to work. Explore a "get out of jail free card", to try to minimize the risk of losing benefits through paperwork errors.

## **Strategies and Best Practices**

- Review the experience of the grantees for implications for policy and dissemination. As discussed above, Jay Nolan Community Services and Easter Seals of Southern California are working with the school districts, regional centers, and Department of Rehabilitation to implement a number of state of the art customized employment practices to support individuals with disabilities to seek and succeed in integrated competitive employment.
- Explore vendors' perspectives on how to improve Supported Employment.
- Hear from Special Education Local Planning Areas and the California Department of Education on best practices for supporting students to prepare them for transition from K-12 education to work or post-secondary education.

## **Interagency Collaboration**

As a lead agency in the California Employment Consortium for Youth (CECY), the Council will actively address policy, barriers, best practices, and the training/information needs of providers, professionals, families and consumers. Through the Consortium, the Council will work to identify roles and responsibilities of government agencies in improving employment outcomes. The EFC will focus on activities that compliment and support the work of other groups, such as CECY, the Alliance for Full Participation, Community of Practice for Post-Secondary Education, the State Independent Living Council, and the California Committee on Employment of People with Disabilities.

## **Outcomes Data**

The EFC works with the CECY data group to identify existing source of data that could be used to create a "data dashboard" that can track the state's success in supporting the growth of integrated competitive employment.

- **Employment Data Dashboard (Beta Version) for Working Age Regional Center Clients:**
  1. Numbers and percentage with earnings;
  2. Average earnings and distribution, such as 20 percentile ranges.
  3. Annual earnings presented in relation to the Federal Poverty Level;



4. Numbers and percentage in integrated competitive employment;
5. Average hourly wages and distribution, such as 20 percentile ranges;
6. Number and percentage who worked at least 10 of last 12 months;
7. Numbers and percentage receiving vacation or sick time;
8. Numbers and percentage receiving health benefits through their job;
9. Numbers and percentage without a job who want one;
10. Numbers and percentage receiving support in their employment.

- **Employment Data Dashboard (Alpha Version):**

The “Alpha Version” would expand data analysis to all working age individuals with I/DD, involving DOR and CDE clients in analysis.

The needed data must be made available on a regular basis for analysis. It can then exist on the web, possibly the Council site, where it will be accessible by any interested party.

The Special Education Division can assist in finding gaps in compliance with postsecondary planning through its ability to survey schools and other facilities providing services to students with developmental disabilities. These data will assist the CDE and the EFC to determine why these students are so difficult to follow-up on and where students are one year after leaving secondary education. The Special Education Division is also researching ways to provide follow up on students over a longer period of time.

The EFC will review a DDS analysis of CDER data on employment status compared to ethnicity, age and other factors.

## **Dissemination**

- Help people with developmental disabilities and their families, including people in under-represented groups, understand the relationship between work and public benefits. This focus responds to the barrier to employment that many people with developmental disabilities do not look for work because they are afraid to lose their public benefits.
- Explore methods of informing employers of the benefits of employing people with significant disabilities. Coordinate with other efforts, including the California Committee on the Employment of People with Disabilities.

- Develop a section of the Council website to highlight the Council's work on employment, providing plain language materials and videos on Employment First Policy and options for integrated competitive employment, disseminating materials and practices from SCDD Program Development grants, posting relevant outcomes data and providing access to resources from other sources.

## **APPENDIX A**

### **Statutory Responsibilities of the Employment First Committee**

#### **California Welfare and Institutions Code Division 4.5. Services for the Developmentally Disabled Chapter 14. Employment**

4868. (a) The State Council on Developmental Disabilities shall form a standing Employment First Committee consisting of the following members:

(1) One designee of each of the members of the state council specified in subparagraphs (B), (C), (D), (F), and (H) of paragraph (2) of subdivision (b) of Section 4521.

(2) A member of the consumer advisory committee of the state council.

(b) In carrying out the requirements of this section, the committee shall meet and consult, as appropriate, with other state and local agencies and organizations, including, but not limited to, the Employment Development Department, the Association of Regional Center Agencies, one or more supported employment provider organizations, an organized labor organization representing service coordination staff, and one or more consumer family member organizations.

(c) The responsibilities of the committee shall include, but need not be limited to, all of the following:

(1) Identifying the respective roles and responsibilities of state and local agencies in enhancing integrated and gainful employment opportunities for people with developmental disabilities.

(2) Identifying strategies, best practices, and incentives for increasing integrated employment and gainful employment opportunities for people with developmental disabilities, including, but not limited to, ways to improve the transition planning process for students 14 years of age or older, and to develop partnerships with, and increase participation by, public and private employers and job developers.

(3) Identifying existing sources of employment data and recommending goals for, and approaches to measuring progress in, increasing integrated employment and gainful employment of people with developmental disabilities.

(4) Recommending legislative, regulatory, and policy changes for increasing the number of individuals with developmental disabilities in integrated employment, self-employment, and microenterprises, and who earn wages at or above minimum wage, including, but not limited to, recommendations for improving transition planning and services for students with developmental disabilities who are 14 years of age or older. This shall include, but shall not be limited to, the development of an Employment First Policy, the intended outcome of which is a significant increase in the number of individuals with developmental disabilities who engage in integrated employment, self-employment, and microenterprises, and in the number of individuals who earn wages at or above minimum wage. This proposed policy shall be in furtherance of the intent of this division that services and supports be available to enable persons with developmental disabilities to approximate the pattern of everyday living available to people without disabilities of the same age and that support their integration into the mainstream life of the community, and that those services and supports result in more independent, productive, and normal lives for the persons served. The proposed Employment First Policy shall not limit service and support options otherwise available to consumers, or the rights of consumers, or, where appropriate, parents, legal guardians, or conservators to make choices in their own lives.

(d) For purposes of this chapter, "integrated employment" shall have the same definition as "integrated work" as defined in subdivision (o) of Section 4851.

(e) The committee, by July 1, 2011, and annually thereafter, shall provide a report to the appropriate policy committees of the Legislature and to the Governor describing its work and recommendations. The report due by July 1, 2011, shall include the proposed Employment First Policy described in paragraph (4) of subdivision (c).

## Responsibilities of the Employment First Committee

### **PLAIN LANGUAGE VERSION**

The Lanterman Act tells the State Council on Developmental Disabilities to have an Employment First Committee. This is what the Lanterman Act says about the Employment First Committee (EFC).

#### **Why the EFC was created:**

The Lanterman Act created the EFC to help get more people with developmental disabilities jobs in integrated competitive employment (ICE).

#### **What is Integrated Competitive Employment (ICE):**

It means good jobs with good pay (minimum wage or above) - Jobs at a typical workplace, where people with disabilities work with other people from their community who do not have disabilities. Jobs where people with disabilities get the same pay and benefits as people without disabilities doing the same work; and they are paid directly by their employer. Having a good job can also include people who make money with their own small business or working for themselves.

#### **Who is a member of the EFC:**

There are several people who must be on the EFC, including self-advocates and family members. The EFC also needs to include representatives from departments of government and other organizations that help people with developmental disabilities get good jobs.

Members of the EFC must include a representative from each of the following:

- Self-Advocacy Advisory Committee of the State Council,
- Family members and other self-advocates.
- Department of Developmental Services,
- Department of Rehabilitation,
- Department of Education,
- Employment Development Department,
- University Centers for Excellence in Developmental Disabilities,
- Disability Rights California,
- Regional Center service coordinators,
- Association of Regional Center Agencies, and
- A supported employment provider.

## **What the EFC has to do:**

(1) Describe how the government departments work with each other to help people get good jobs with good pay.

(2) Find what works to help people get good jobs with good pay.

(3) Find good ways to plan for transition aged students (age 14 and above) to go to work after they are finished with high school, or their education beyond high school.

(4) Find ways to encourage agencies to support people to get good jobs with good pay.

(5) Develop partnerships with employers and agencies that help people find good jobs with good pay.

(6) Find out how many people with developmental disabilities are working and how much money they are earning. Each year, measure if the state is getting better at supporting people to get good jobs with good pay.

(7) Recommend ways the state can improve how they measure progress in helping people get employed.

(8) Recommend goals for integrated competitive employment for the state to meet.

(8) Recommend legislation and other ways that the state can do a better job of supporting people to get good jobs with good pay.

(9) Recommend ways to improve helping transition age students (age 14 and above) go to work after they are finished with high school, or their education beyond high school.

(10) Recommend an Employment First Policy that will get a lot more people good jobs with good pay, with the supports they need. This will help people with disabilities to be part of their communities, have jobs, and make money, just like people their age without disabilities. The policy will make sure people can choose the services they want, like they do now under the Lanterman Act.

(11) Other things the EFC thinks will help.

**The annual Employment First Report:** Every July, the EFC has to send a report to the Legislature and the Governor. The report makes recommendations to the Legislature and the Governor and describes all the work of the committee. The State Council approves the report.

## APPENDIX B

### Membership of the Employment First Committee

<b><u>Name</u></b>	<b><u>Affiliation</u></b>
Anderson, Tony	<a href="#"><u>The Arc of California</u></a>
Boomer, Daniel	<a href="#"><u>California Department of Education</u></a>
Chen, Rachel	<a href="#"><u>Family Advocate, Chinese Parent Advocates for the Disabled (CPAD)</u></a>
Cooley, Lisa	Self-Advocate
Curtright, Denyse	<a href="#"><u>Department of Developmental Services</u></a>
Derby, Kathleen	<a href="#"><u>California State Independent Living Council (SILC)</u></a>
Dutton, Dale	Family Advocate
Hansen, Robin	<a href="#"><u>University Center for Excellence in Developmental Disabilities, M.I.N.D. Institute</u></a>
Lapin, Connie	Family Advocate, <a href="#"><u>Autism Society of Los Angeles</u></a>
Mayer, David	<a href="#"><u>Employment Development Department (EDD)</u></a>
Moore, Bill	<a href="#"><u>Department of Rehabilitation</u></a>
Mudryk, Andrew	<a href="#"><u>Disability Rights California</u></a>
Mulvey, David	<a href="#"><u>Service Employees International Union (SEIU)</u></a>
Petrie, Dennis	<a href="#"><u>Employment Development Department</u></a>
Raynor, Olivia	<a href="#"><u>University Center for Excellence in Developmental Disabilities, UCLA</u></a>
Sarmiento, Debbie	<a href="#"><u>Family Resource Center Network of California (FRCNCA)</u></a>
Stewart, Rachel	<a href="#"><u>California Committee on Employment of People with Disabilities</u></a>
Taylor, Robert M.	Self-Advocate, <a href="#"><u>State Council on Developmental Disabilities, Area Board 1</u></a>
Weller, Kecia Chairperson	Self-Advocate, <a href="#"><u>State Council on Developmental Disabilities</u></a>
Westling, Amy	<a href="#"><u>Association of Regional Center Agencies (ARCA)</u></a>
Wheeler, Barbara	<a href="#"><u>University Center for Excellence in Developmental Disabilities, USC</u></a>
White, Cindy	Self-Advocate, <a href="#"><u>Department of Developmental Services Consumer Advisory Committee</u></a>

## APPENDIX C

### Glossary

**Activity Based Day Services** See Day Programs

**ADA** [Americans with Disabilities Act](#)

**APSE** [Association of People Supporting EmploymentFirst](#)

**ARCA** [Association of Regional Center Agencies](#)

**CDE** [California Department of Education](#)

**CDER** Client Development and Evaluation Report

**CECY** [California Employment Consortium for Youth](#)

**Community Based Non-Work (CBNW)**<sup>21</sup> Non-job-related supports focusing on community involvement such as access to public resources (recreational/educational) or volunteer activities. Community-based non-work includes all services that are located in the community (rather than facility-based) and do not involve paid employment of the participant.

**Competitive Employment** Work in the labor market that is performed on a full-time or part-time basis in an integrated setting for which the individual is compensated at or above minimum wage with related health and employment benefits, but not less than the customary and usual wage and level of benefits paid by the employer for the same or similar work performed by individuals who are not disabled.

**Council, The** This term refers to the [State Council on Developmental Disabilities](#)

**Customized Employment** Customized Employment is based on an individualized determination of the strengths, needs, and interests of the person with a

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<sup>21</sup> Institute for Community Inclusion (ICI): Community Based Non-Work Services: Findings from the National Survey of Day and Employment Programs for People with Developmental Disabilities.  
[http://www.communityinclusion.org/article.php?article\\_id=162&type=audience&id=8](http://www.communityinclusion.org/article.php?article_id=162&type=audience&id=8)



disability, and is also designed to meet the specific needs of the employer. It may include employment developed through job carving, self-employment or entrepreneurial initiatives, or other job development or restructuring strategies that result in job responsibilities being customized and individually negotiated to fit the needs of individuals with a disability.

**Day Programs** These are community-based programs for individuals with developmental disabilities. Day program services may be provided at a fixed location or in the community. Some services offered may include developing and maintaining self-help and self-care skills, developing community integration, social and recreational skills; and behavior modification.

**DDS** [California Department of Developmental Services](#)

**Developmental Disabilities** The federal definition of developmental disabilities covers persons whose disability occurs before age 22 and includes a mental or physical impairment or a combination of both. There must be a substantial limitation in three or more of these major life areas: self-care; expressive or receptive language; learning; mobility; capacity for independent living; economic self-sufficiency; or self-direction. In California law, a developmental disability is more narrowly defined as occurring before the age of 18 and includes specific categories of eligible conditions: mental retardation, epilepsy, cerebral palsy, autism, and "conditions requiring services similar to those required for persons with mental retardation."

**DOJ** United States Department of Justice

**DOL** California Department of Labor

**DOR** [California Department of Rehabilitation](#)

**EDD** [California Employment Development Department](#)

**EFC** [Employment First Committee](#) of the State Council on Developmental Disabilities

**Employment** Employment is an activity performed by an individual where there is an expectation of wages for services rendered and the services are for the



primary benefit of the employer.<sup>22</sup> Alternatively, employment may refer to any income generating activity such as self-employment and micro-enterprise.

**Executive Order (EO)** A President's or Governor's declaration which has the force of law, usually based on existing statutory powers, and requiring no action by the Congress or state legislature.

**Group Placement Supported Employment** See Supported Employment, Group Placement

**I/DD** Intellectual and Developmental Disabilities. Also see definitions for Intellectual Disability and Developmental Disability.

**Individual Career Plan (ICP)** A term introduced by the World Institute on Disability in their proposal for a Pilot Project to reform federal work incentives. The ICP will be a career planning tool developed to maximize the productivity level of those participating in the proposed Pilot Project. The plan would be developed from a list of available vocational or employment support services.

**Individual Placement Supported Employment** See Supported Employment, Individual Placement.

**Individual Program Plan** The IPP is an action plan that is developed through the process of individualized needs determination and embodies an approach centered on the person and family. Individuals and family members participate in the planning process. The IPP is a legal document that identifies goals for the individual with developmental disability to live the way he/she wants. The IPP identifies services and supports that will help the individual reach his/her goals as well as participate in the community fully and as independent as possible. Though the Regional Center usually schedules an IPP meeting once every 3 years, the individual or family member can request a planning meeting at any time.

**Integrated Competitive Employment<sup>23</sup>** Integrated Competitive Employment (ICE) is work compensated at prevailing wages with related health and

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<sup>22</sup> Segregated and Exploited, National Disability Rights Network, 2011, A Failure of the Disability Service System to Provide Quality Work <http://www.napas.org/images/Documents/Resources/Publications/Reports/Segregated-and-Exploited.pdf>

employment benefits, occurring in a typical work setting where the employee with the disability interacts or has the opportunity to interact continuously with co-workers who may or may not have a disability, and has an opportunity for advancement and mobility. Further, integrated competitive employment includes all income generation activities such as owning one's own business.

**Integrated Employment** The engagement of an employee with a disability in work in a setting typically found in the community in which individuals interact with individuals without disabilities other than those who are providing services to those individuals, to the same extent that individuals without disabilities in comparable positions interact with other persons.

**Integration Mandate** The 'integration mandate' of the Americans with Disabilities Act (ADA) requires public agencies to provide services "in the most integrated setting appropriate to the needs of qualified individuals with disabilities." The goal of the integration mandate is to provide individuals with disabilities opportunities to live their lives like individuals without disabilities. See Most Integrated Setting.

**Intellectual Disability** Intellectual disability is a disability characterized by significant limitations both in intellectual functioning (reasoning, learning, problem solving) and in adaptive behavior, which covers a range of everyday social and practical skills. This disability originates before the age of 18.

**IPP** See Individual Program Plan

**Microenterprise** For the purpose of this report, microenterprises are small businesses owned by individuals with developmental disabilities, with accompanying business licenses, tax-payer identification numbers other than social security numbers, and separate business bank accounts. Microenterprises may be considered competitive employment, integrated employment, and integrated competitive employment.

**Most Integrated Setting** A setting that enables individuals with disabilities to interact with non-disabled persons to the fullest extent possible.

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<sup>23</sup> From CPSD Response to Harkin Disability Employment Summit, October 2010

**Motion to Intervene** Normally, a lawsuit involves the plaintiffs (who bring the suit), and the defendants (whom the suit is brought against). Sometimes, a person/entity who is not a party to a lawsuit in progress wants to become a party. Such a party must file a Motion to Intervene.

**NCI** [National Core Indicators](#)

**NCIL** [National Council on Independent Living](#)

**NGA** [National Governors Association](#)

**One-Stop Centers** One-Stop Job Centers are government funded job centers that assist workers to locate jobs and help employers find workers. California has over 220 One Stop Job Centers, with at least one in every county.

**Projects of National Significance** Through PNS, the Administration on Intellectual and Developmental Disabilities (AIDD) supports the development of national and state policy and awards grants and contracts that enhance the independence, productivity, inclusion, and integration of people with developmental disabilities.

**Regional Center** [Regional Centers](#) are nonprofit private corporations that contract with the California Department of Developmental Services (DDS) to provide or coordinate services and supports for individuals with developmental disabilities. They have offices throughout California to provide a local resource to help find and access the many services available to individuals and their families. California has 21 regional centers with more than 40 offices located throughout the state.

**SCDD** [State Council on Developmental Disabilities](#)

**Sheltered Work Settings/Sheltered Workshops** Sheltered work settings are also known as sheltered workshops, affirmative industries, training facilities, and rehabilitation centers. These facilities generally offer a segregated work setting where individuals with developmental disabilities typically earn subminimum wage engaged in unskilled manual labor.

**SILC** [State Independent Living Council](#)

**Special Education Local Planning Area (SELPA)** Each school district belongs to a Special Education Local Plan Area (SELPA). SELPAs are dedicated to the belief that all students can learn and that students with special needs must be guaranteed equal opportunity to become contributing members of society. SELPAs facilitate educational programs and services for students with special needs and training for parents and educators. The SELPA collaborates with county agencies and school districts.

**SSA** Social Security Administration

**SSI** Supplemental Security Income

**SSN** Social Security Number

**Subminimum Wage** The Fair Labor Standards Act (FLSA) permits the employment of certain individuals at wage rates below the minimum wage. These individuals include individuals whose earning or productive capacity is impaired by a physical or mental disability, including those related to age or injury, for the work to be performed.

**Subminimum Wage Certificate** Certificates issued by the U.S. Department of Labor (DOL) Employment Standards Administration's Wage and Hour Division are required to compensate individuals with subminimum wages (see above).

**Supported Employment** Supported employment provides paid work opportunities in the community using group or individual placements. The services are aimed at finding competitive work in a community integrated work setting for persons with disabilities who need ongoing supports to learn and perform work.

**Supported Employment, Group Placement** Group placements consist of training and supervision of an individual while engaged in work as part of a group in an integrated community setting. The ratio of supervision for work crews is set at a minimum of 1:4 and up to 1:8. Individuals on work crews are provided guidance and supervision throughout the course of the work day.

**Supported Employment, Individual Placement** Individual placements consist of job placement in community business settings. A job coach meets regularly with the individual to provide training and supervision to help him or her

maintain the necessary skills and behaviors to work independently. As the individual gains mastery of the job, the job coaching time and support services are gradually reduced and/or phased out.

**Transition** For purposes of this report transition is a systematic, individualized process that incorporates a coordinated set of activities to assist students 16-24 to prepare for life after school.

**UCEDD** [University Center for Excellence in Developmental Disabilities](#)

**WIC** Welfare and Institutions Code

**WID** [World Institute on Disability](#)

**Work Activity Programs** Work activity programs (WAP) provide sheltered employment training for individuals who are not prepared for or who may not desire competitive employment in an integrated community work setting. A WAP serves only individuals served by regional centers and is not time limited. Individuals with developmental disabilities in WAP must be able to work at 10% productivity or better.

**Working Age** For the purposes of this report the term working age refers to individuals with developmental disabilities, 18 years and older.

**Work Incentives** Special rules make it possible for people with disabilities receiving Social Security or Supplemental Security Income (SSI) to work and still receive monthly payments and Medicare or Medicaid. Social Security calls these rules "work incentives."

## AGENDA ITEM DETAIL SHEET

**ISSUE:** Association of California State Employees with Disabilities sponsorship.

**BACKGROUND:** Association of California State Employees with Disabilities is private, nonprofit membership organization directed by individuals with disabilities. They advocate and promote employment opportunities and fair treatment for persons with disabilities in state government service.

**ANALYSIS/DISCUSSION:** Association of California State Employees with Disabilities is requesting a sponsorship for the 2013 Training Symposium.

The event will be held on Tuesday, September 24, 2013. Workshops will be offered to employers and employees with disabilities on the latest policy developments and best practices in disability employment as well as a Job Fair.

If the Council approves this request the maximum amount would be the \$800 Gold Supporter level because of the Council's sponsorship policy that does not allow requests to exceed \$999. The Council last approved this request for sponsorship in 2011.

**COUNCIL STRATEGIC PLAN OBJECTIVE:** Working age adults with developmental disabilities have the necessary information, tools and supports to succeed in inclusive and gainful work opportunities.

**PRIOR COUNCIL ACTIVITY:** Since the beginning of FY 2012-13, the Council has awarded \$8,947.00 for sponsorship requests. The Council allocates \$25,000 per fiscal year for sponsorships. The fiscal year began July 1, 2012.

**ATTACHMENTS(S):** 1. Sponsorship request

# **2013 ACSED TRAINING SYMPOSIUM**

***California on the Move!***

***Effective Policies and Best Practices in Hiring and Promoting Employees with Disabilities***

***Tuesday, September 24, 2013***

## **AGENCY/ORGANIZATION SPONSOR REGISTRATION FORM**

The Association of California State Employees with Disabilities (ACSED) is offering a discounted rate **prior to May 31, 2013**. When your organization signs up as a co-sponsor, you will receive the selected package of benefits listed below.

### **LEVEL OF SPONSORSHIP SUPPORT**

- Platinum - \$1,200: Job Fair table, unlimited training/Job Fair registrations, full page in book.
- Gold - \$800: Job Fair table, up to 10 training/Job Fair registrations, half page in book.
- Silver - \$500: Job Fair table, up to 3 training/Job Fair registrations, listing in book.
- Bronze - \$250: 3 training/Job Fair registrations, listing in book.

The ACSED leadership and members appreciate your support and commitment to our event. With your assistance, we hope to empower state employees with disabilities to have more career opportunities and serve increasingly vital roles within their organizations. In addition, the Symposium will enable state departments to enhance their disability employment efforts.

## **AGENCY/ORGANIZATION CO-SPONSOR REGISTRATION INFORMATION**

Name: \_\_\_\_\_

Department/Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Method of Payment: Check # \_\_\_\_\_ Purchase Order # \_\_\_\_\_ Amount \$ \_\_\_\_\_  
(Please attach a copy)

**Please mail or fax before May 31, 2013 to:**

Carolyn Bonkowski, Treasurer  
Association of California State Employees with Disabilities  
P. O. Box 2439 ~ Elk Grove, CA 95759-2439

*ACSED: To ensure action on disability issues in State government.*

## Area Board Report to Council

**Area Board: 1 Reporting Period: May - June Date: 7-1-2013**

### **Highlights**

Good News on the local employment front: Area Board provides students the opportunity to complete job applications and participate in practice interviews which help students gain confidence in the job search process. This year, the Area Board 1 Workability student applied for and was offered a part-time position at Walgreens.

The Northwest Committee for Employment of People with Disabilities in Eureka held the 20th annual Recognition luncheon. Approximately 60 people in attendance.

### **Activities to Implement the State Plan During this Period**

**Goal 1-** Area Board staff is working with individual to evaluate the options of existing self-advocacy organizations or establishing a new self-advocacy group.

**Goal 2 –** Area Board 1 participated in the Tri-County Disability Resource Fair which provides people the opportunity to learn about disability issues and the wide variety of information, services and programs available. The event included representatives from: Redwood Coast Regional Center, Social Security Administration, Department of Rehabilitation, the Employment Development Department, Making Headway Center-Prevention and Treatment of Traumatic Brain Injury and local vendors. Approximately 200 people attended the event and 35 people spoke to the Area Board Staff and Board Member who were at the event to answer questions and provide resource materials.

**Goal 3-**The NCI/QA [as of 7-1-2013] 131 survey replies have been received from Redwood Coast Regional Center clients and 344 replies have been received from North Bay Regional Center clients. The interviewers have completed 12 of the required 12 face-to-face interviews of the “Movers”.

**Goal 4 -** Area Board staff participated in the Functional Needs training sponsored by the Emergency Services of Mendocino County and are now certified in Incident Command Systems (ICS-100b) Incident Command System Field Course (ICS200) National Incident Management System (NIMS700) and Standardized Emergency Management System (SEMS). Throughout the training Area Board Staff was able to provide information and insight to emergency services personnel regarding issues relating to special needs populations.



## **Area Board: 1 Reporting Period: May - June Date: 7-1-2013**

### **Activities to Implement the State Plan During this Period**

**Goal 6** – Area Board 1 in collaboration with the Mendocino Interagency Transition Team Annual Panel provided an opportunity for transition age youth and their families to ask questions and meet with local agencies and service providers to receive resource information regarding post-secondary education and activities, job exploration and community work opportunities. Partners in the event included representatives from: People First of Ukiah, Department of Rehabilitation, Redwood Coast Regional Center, Mendocino County Office of Education, Mendocino College, and local service providers. The event was attended by 45 individuals including clients and family members.

**Goal 7** – In collaboration with the Child Care Planning Council, Area Board staff convened regular meetings with members to foster collaboration and partnership designed to address and meet local childcare needs. Staff distributed information to educate policy makers and the public regarding pending legislation or budgetary issues/impacts, issued policy statements and briefings to targeted policymakers, conducted presentations and presented public testimony to the Board of Supervisors, policymaking groups, community organizations and community businesses focusing on community needs, job creation and school readiness. Conduct local child care needs assessment; develop county-wide child care plan based on local child care needs and assessment data.

**Goal 10** – Assisted in the development and implementation of the Mental Health Services three-year plan to address needs of children, transition age youth and families. Conducted meetings with client and stakeholder groups to identify barriers to service, assisted in the education of service providers regarding dually diagnosed individuals. Staff facilitated the agency collaboration between Mental Health Services and Redwood Coast Regional Center to develop a Memorandum of Understanding for mutually served clients.

**Goal 13** – Ongoing participation on the local Community Recreation Center to expand opportunities for individual in the community. Facilitated grant application to expand evening recreational opportunities.

Systemic/Individual Advocacy - Area Board staff, in collaboration with Disability Rights California - Office of Clients Rights Advocacy, continue working together on cases to address individual issues which have/may have systemic ramifications.

### **Issues or Concerns for State Council Consideration**

The implementation of the Affordable Care Act including issues of reliable, plain language information and the fiscal impact on clients, families and service providers are areas of concern.

# Area Board Report to Council

**Area Board:** 2 **Reporting Period:** May/June 2013 **Date:** July 1, 2013 \_\_\_\_\_

## Highlights

Area Board 2 is pleased to welcome Karen Kinner, appointed by Tehama County Board of Supervisors; Cindy Harrell, appointed by Plumas County Board of Supervisors; and Michael Green, appointed by Lassen County Board of Supervisors. In addition, Area Board 2 has 1 (one) Governor Appointment vacancy that must be filled by a self-advocate, to meet the mandated board member composition. Area Board 2 is one member away from full board membership of 14!

## Activities to Implement the State Plan during this Period

### **State Plan 2012-2016 Activities for May/June 2013:**

**Goal 1 (12.QA.01.5) SELF-ADVOCACY LEADERSHIP TRAINING:** AB2 helped coordinate the Pathfinder Program to present information to the Butte County Coordinating Council on Developmental Disabilities (BCCC) to 17 people on May 20, 2013.

**Goal 2 (12.ED.02.1) INDIVIDUAL EDUCATION ADVOCACY:** AB2 provided advocacy assistance to 6 students and their families during reporting period. Advocacy included numerous phone calls, IEP meetings, and email communication.

**Goal 2 (12.CS.02.1) INDIVIDUAL COMMUNITY SUPPORTS ADVOCACY:** AB2 referred 32 individuals and families to Rowell Family Empowerment of Northern California, Office of Clients' Rights Advocacy, Far Northern Regional Center, and other service related agencies.

**Goal 2 (12.ED.02.2) TRAINING ON EDUCATIONAL RIGHTS:** AB2 provided training and resources to 6 families and 2 SELPA (Butte and Tehama)

**Goal 2 (12.CS.02.2) TRAINING ON COMMUNITY SUPPORTS:** AB2 facilitated training and provided training resources to 17 families.

**Goal 2 (12.ED.02.3) CROSS TRAINING, OUTREACH AND COLLABORATION:** AB2 participated in the planning and Coordination of Tehama County Coordinating Council's (TCCC) 9<sup>th</sup> Annual Circle of Champions Awards luncheon on May 11, 2013. Approximately 140 people attended from the community. AB2 also participated in the coordination of TCCC's FOCUS Film Festival Event on May 24, 2013, screening Embraceable. Approximately 65 people attended.

**Goal 3 (12.QA.03.2) PROMOTE SELF-DETERMINATION AND OTHER INNOVATIONS:** AB2 provided advocacy to 3 individuals and their families regarding self-directed services.

**Goal 5 (12.QA.05.1) HELP INDIVIDUALS AND FAMILIES PREPARE FOR EMERGENCIES:** AB2 helped facilitate safety training support services for 3 individuals.

**Goal 9 (12.EM.09.3) TRAINING ON BENEFITS AND OPPORTUNITIES FOR EMPLOYMENT:** AB2 collaborated with SSA Area Work Incentives Coordinator, Ed Wrona, to develop article titled "Going to Work While Getting SSI Benefits" and distributed to 100 self-advocates that are interested in employment opportunities.

**Goal 10(12.HE.10.1) INFORMATION AND TRAINING ON HEALTH CARE SYSTEM ISSUES:** AB2 participated in "Think. Live. Be WELL," a wellness and prevention fair on June 12, 2013 in Chico. This event was organized and hosted through the Rural Education Institute, through a Far Northern Regional Center grant. This is one of 2 grants awarded to organize health fairs to kick off the region's Wellness Initiative to increase the awareness and resources for better health and wellness. Event included 32 community agencies/businesses for health related information and resources; approximately 250 consumers, staff and general public attended. The event hosted 32 vendors from a wide variety of agencies related to health, wellness and prevention. Areas of emphasis included:

- Diabetes Education & Care
- Stress Management
- Integrative Therapy
- Nutrition & Fitness
- Caregiver Resources
- Local Products & Services

**State Plan 2012-2016 Activities for May/June 2013:****Goal 10(12.HE.10.1) INFORMATION AND TRAINING ON HEALTH CARE SYSTEM ISSUES:**

AB2 participated in Cosine Health Strategies "Club Health – Health and Wellness Fair" on June 25, 2013 in Redding, through a Far Northern Regional Center grant. Approximately 400 consumers, staff and general public attended. The event hosted 40 vendors from a wide variety of agencies related to health, wellness and prevention. Areas of emphasis included:

- Staying Healthy for Today & Tomorrow
- Healthy Cooking Demonstrations
- Drumming Up Health - drum therapy and the benefits to health and wellness
- Being Empowered Through Movement - dance and movement and the benefits to health and wellness
- Your Health is in Your Hands - the importance of preventative medicine
- Losing Weight, Gaining Life - health and wellness and the benefits of weight management

**Goal 10 (12.HE.10.2) MONITOR AND ADVOCATE TO ENSURE ACCESS TO NEEDED HEALTH**

**SERVICES:** AB2 participates in local coalition, Diversity Advocacy Network (DAN) that focuses on Coordinated Care Initiative/Medi-Cal transition to Managed Care (Rural Expansion). Organized a meeting with Health Plans and Department of Health Care Services (DHCS) to include/invite all advocacy agencies (SCDD/Area Boards, C4A, ILSC's, Regional Centers, etc.), in the 18 counties that will be impacted by the transition of health care. The meeting was May 9, 2013 in Sacramento – 60 representatives/advocates attended information meeting.

AB2 participating in RFENC's Rural Children's Special Health Coalition, a grant funded project from the Lucille Packard Foundation to bring together families and professionals from Shasta, Siskiyou and Trinity Counties to develop a plan to best serve families in our communities.

**Goal 14 (12.CR.14.1) TRACK, SUBMIT POSITION LETTERS AND DISSEMINATE INFORMATION ON RELEVANT LEGISLATION/REGULATIONS/POLICY**

AB2 disseminated information to 350 people:

SCDD, the Arc of California, and the California Disability Services Association disseminated information on AB 1041 "Employment First" policy committee hearing.

State SELPA Transition Committee disseminated information on policy changes that could negatively affect Workability Programs in the State for transition students.

ARCA Action Alert disseminated information on restoring funding for Early Start programs outreach to local legislators.

The ARC California, UCP disseminated information on SB 468 Statewide Self-Determination Project.

SCDD Budget Alert dissemination information regarding rejecting Co-Pay Proposals for IPP services for families receiving regional center services.

**Issues or Concerns for State Council Consideration**

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## Area Board Report to Council

Area Board: 3

Reporting Period: May/June 2013

Date: July 2013

### Highlights

Our lecture series for 2012-13 has been a great success. In May of this year the Area Board invited our local regional center as well as representatives from the Department of Rehabilitation to speak with parents and individuals wishing to receive employment services. There were more than 20 individuals in attendance as well as 3 consumers of services who received immediate attention regarding assessments and job placement opportunities. The Area Board is considering initiating a new series in late fall, exploring supported living, transition from high school to college and Individual Program Plan development.

### Activities to Implement the State Plan During this Period

***Goal 1c The Council will help to educate self-advocates so they are better able to assert their human, service and civil rights, prevent abuse, neglect, sexual and financial exploitation and be better informed on issues that affect them. At least 2800 self-advocates will be reached annually.*** The Supported Life Institute and Area Board 3 produced the 18<sup>th</sup> Annual Self-Advocacy conference on May 3<sup>rd</sup> & 4<sup>th</sup> with over 380 individuals in attendance. ***"No Limits...No Boundaries"*** was held in Sacramento at the Lions Gate Hotel.

***Goal 2 Individuals with developmental disabilities and their families become aware of their rights and receive the supports and services they are entitled to by law across the lifespan, including early intervention, transition into school, education, transition to adult life, adult services and supports and senior services and supports.*** Supported Life Institute and Area Board 3 will present the **27<sup>th</sup> Annual Supported Life Conference on October 9 – 11, 2013**. Over 40 sessions in 10 major Topic areas including, Augmentative and Alternative Communication, Employment, Family Supports, Grassroots Advocacy, Living Arrangements, Organizational Development, Personal Power and Rights, Schools, Transition and Transportation. Further, during this reporting period the Area Board assisted **49 new** families as well as attending **40 IEP/IPP meetings**. Additionally, staff provided 2 hour IEP training to the staff of a local foster family agency in which **35 staff** received basic information to assist them in working with foster families and their children.

### Issues or Concerns for State Council Consideration

The Area Board remains concerned that it has no representation on the Council. Further, we ask that the Council revisit the issue of Parental Fees beginning with Section 4677 of the W&I Code. Additionally we ask that the Council establish an ad hoc committee to look at Section 4648.55, which continues to create issues for young adults transitioning from public school to adult life in our communities.

# Area Board Report to Council

Area Board: 5 Reporting Period: May-June 2013 Date: 06/30/2013

## Highlights

Celebration of Self Advocacy  
Congreso Familiar conference for Spanish-speaking families  
CALICO grant (Child Abuse Listening, Interviewing and Coordination Center)  
Annual Golden Gate Self-Advocacy Conference: *How Person Centered Thinking Can Change Your Life*  
Awards dinner featuring keynote speaker Joey Travolta

## Activities to Implement the State Plan During this Period

Planning for the annual conference of Congreso Familiar for Spanish-speaking families is in high gear as the date for this year's conference on August 10 approaches. We have also established a date for the annual Celebration of Self-Advocacy, which will be held on October 11<sup>th</sup> at the Ed Roberts Campus in Berkeley. Our mini-grant recipient, CALICO (Child Abuse Listening, Interviewing and Coordination Center), will host its 16<sup>th</sup> Annual Collaborative Training, "A Multi-Disciplinary Approach to Supporting Victims with Disabilities," scheduled for Tuesday, September 24, at the Marina Community Center in San Leandro. Staff attended board and committee meetings for both GGRC and RCEB, and continued planning for the annual Golden Gate Self-Advocacy Conference, to be held this year on September 25. The 17<sup>th</sup> Annual Golden Gate Self-Advocacy Conference: *How Person Centered Thinking Can Change Your Life*, will be held at the Milton Marks Conference Center in San Francisco. We continue to support the six local chapters of Bay Area People First as well as a representative to People First of California and the Statewide Self-Advocacy Network. Most recently, a staff member accompanied our SSAN representative, Regina Woodliff, to the meeting in San Diego June 5-6.

Staff maintain liaison with the Developmental Disabilities Councils in Alameda and Contra Costa counties. Their joint annual dinner and awards ceremony was held June 4<sup>th</sup> in Walnut Creek. This year's theme was "Stars in the Making," featuring Keynote Speaker Joey Travolta, who runs a film camp for people on the autism spectrum in our area every summer. [http://www.futures-explored.org/film\\_camp\\_home.htm](http://www.futures-explored.org/film_camp_home.htm)

We are currently recruiting Board members for two vacancies in San Mateo County and one in San Francisco.

Under the NCI project, we have received 755 completed written surveys, including 367 for GGRC and 388 for RCEB. Most of the data have already been entered into the system. The movers' face-to-face surveys were conducted by staff and have now been completed, including 30 for GGRC and 24 for RCEB.

## Issues or Concerns for State Council Consideration

The Board is concerned about the possible loss of a Community Program Specialist staff position when it becomes vacant, anticipated to occur at the end of December. Ostensibly this was based on the sequestration of federal funds, along with the reduction of the Program Development Grants. Now we are being told by the administration that if the position goes vacant, it will be eliminated in any event. We would like the State Council to take this issue under reconsideration if the threat of sequestration were to be removed. Given the population and the diversity of the Bay Area, and considering the turnover of key staff -- as three out of five long-term staff members will have retired within a one-year period -- the Board is fearful of the impact of losing this position. This comes at a time when there is a high level of demand for continued, rigorous advocacy on behalf of more than 25,000 individuals with developmental disabilities who live in the five-county area, which is split between two regional centers.

## **Area Board Report to Council**

**Area Board: 6**

**Reporting Period: May-June 2013**

**Date: June 28, 2013**

### **Highlights**

- Goal 1-a) Provided assistance to the area 6 representative at the Statewide Self Advocacy Network in San Diego.
- Goal 1-c) Participated and through self-advocacy funds sent 8 self-advocates to the Statewide Self Advocacy Conference in Sacramento.
- Goal 1-c) Provided technical support to the Self Advocacy Council 6 at the Statewide Self Advocacy Conference- they had a session on self-advocacy a, a table at the info fair and hosted the Dating Game.
- Goal 14-b) Had a meeting with staff of Assembly member Eggman's office on SCDD/Area Board 6 as well as two advocacy issues.
- Goal 3-a) Disseminated and recorded the goal of 800 QA surveys for Valley Mountain Regional Center and Central Valley Regional Center before the deadline.

### **Activities to Implement the State Plan During this Period**

- Goal 2-a) Provided individual advocacy through phone calls to 25 people on regional center and /or IPP issues. Three of the individuals were Spanish speaking. Provided representation at 2 IPP meetings on supported living issues and the need for more hours.
- Goal 2-c) Provided individual educational advocacy through phone calls to 16 families of children with IEP issues. Provided representation at 5 IEP meetings on 1-occupational therapy, 2-speech and language, 3-autism services, 4-transition plan and 5-exceptional respite.
- Goal 9-c) Micro Business Fair held by AB6 grant recipient in Calaveras County.
- Goal 10-b) Attended the 19 rural county meeting on managed care implementation.
- Goal 5-a) provided technical support to the Self Advocacy Council 6 at their area meeting- local fire department sent some fire fighters to discuss disaster preparedness. Approximately 75 self-advocates from all 5 counties attended.

### **Issues or Concerns for State Council Consideration**

**DDS Parental Fee-** our office has been contacted by 2 parents- one from San Joaquin County and the other Stanislaus County. One has gone to their local legislator with several issues surrounding the DDS Parental Fee. The concern is how the program is implemented and if it is fair and equitable to all. Both parents are willing to pay but it appears that the structure to determine their share of cost is absent of verified accounting principles. One parent was able to get the fee lowered after continuous phone calls to DDS, while the other parent was told she will be sued for non-payment- the fee is more than the family can pay. AB6 would like to recommend SCDD review the DDS Parental Fee as others have been affected by it within the State of California.

## Area Board Report to Council

**Area Board: 7      Reporting Period: May, 2013      Date: 5/23/13**  
**Highlights**

- Attended Transition Consortium with various providers in Santa Clara County to plan for Transition Summit this fall.
- Attended AB ED meeting in Sacramento
- Attended SCDD meeting in Sacramento
- Attended SARC Board Meeting
- Attended Service Provider's Advisory Committee (SPAC)
- Attended San Andreas Regional Center Board Meeting
- SSAN
  - Statewide Self-Advocacy Network Outreach planning session with Bridge School
  - Presented Self-Advocacy effort to SPAC
- Quality Management
  - QMS
    - Completed three quality assurance interviews at a QMS designated care home in preparation for homes certification.
  - NCI
    - Child / Family Surveys for both Area Board 7 and 9.
      - 333/400 Surveys received for AB7
      - 368/400 Surveys received for AB9
    - Adult Surveys
      - 19/32 surveys completed for AB7.
      - 9/11 surveys completed for AB9
  -
- Board Development
  - 2 Applications to Governor's office received.
  - Provided technical support to potential Governor's appointee in preparation for his interview.
  - Continue to advocate with supervisor's office for appointment of applicant to the one Santa Clara seat.
  - Recruited possible board member from Monterey
- Advocacy
  - 36 Individual/ Families received Advocacy Support
    - Support requested includes:
      - Intake
      - Residential Service Provision
      - Residential Placement
      - Suspected Abuse
      - 946 Notice of Action
      - SLS
      - IEP Revision
      - IEP Meeting Support
      - Service Referral
  - Of the 36 families supported 14 included Regional Center concerns and 22 included Educational concerns.

## **Activities to Implement the State Plan During this Period**

- Goal 1
  - Assisted 1 organizations with Self-Advocacy Group Development
  - Support/Train 2 individuals on Self-Advocacy
- Goal 2
  - Advocacy: Provided direct advocacy for 13 individuals and families.
  - Attended 1 Service Provider Committee meeting
- Goal 3
  - 760 Child / Family surveys returned.
  - 238/800 Child Family surveys entered into data base
  - 28/43 Adult Surveys completed.
- Goal 6:
  - Transition Consortium: Attended 1 planning meeting.
- Goal 14:
  - Attended Legislative Breakfast in Santa Cruz and Santa Clara Counties.

## **Issues or Concerns for State Council Consideration**

- Cycle 35 Grants being considered for SCDD State Plan Goals 4, 5, and 6



## Area Board Report to Council

Area Board: 7 Reporting Period: June, 2013 Date: 6/25/13

### Highlights

### Activities to Implement the State Plan During this Period

- Visited Scott's Valley Library, a community partner. Reviewed their Special Education section and services at the library. Reviewed teleconferencing agreement.
- Attended Transition Consortium Meeting.
- Attended Service Provider's Advisory Committee (SPAC)
- Attended San Andreas Regional Center Board Meeting
- Attended Systems Change Listening Session
- Held AB7 Board Meeting
- Board Member met with staff of Senator Jerry Hill at Senator's invitation.
- SSAN
  - Attended SSAN 1/4ly meeting held in San Diego.
  - Presented Self-Advocacy efforts to SPAC
  - SSAN Representative for AB7 has resigned position.
- Quality Management
  - NCI
    - Child / Family Surveys for both Area Board 7 and 9.
      - 342/400 Surveys received for AB7
      - 384/400 Surveys received for AB9
    - Adult Surveys
      - 37/32 surveys completed for AB7.
      - 14/17 surveys completed for AB9
- Board Development
  - 2 Applications to Governor's office received. Both applicants have had second interview.
  - Two applicants for Santa Clara Board of Supervisor's seat that remains open. Ongoing advocacy to encourage and support an appointment as quickly as possible.
  - 10 Board Member appointed by Monterey Board of Supervisors to AB7
- Cycle 36 RFP
  - State Plan Goals 4, 5, & 6 identified as areas of interest.
  - Grant announcement posted on website and distributed via email to area service providers.
  - AB7 Ad hoc grant committee formed to review RFP's
- Advocacy
  - 41 Individual/ Families received Advocacy Support including attendance at one mediation, and 6 IPP or IEP's
    - Support requested includes:
      - 946 dispute resolution
      - Specialized day program service
      - Complaint to Regional Center
      - SLS Services
      - Residential placement
      - Court Order
      - Landlord / Tennant relationships
      - Care home management concerns
      - Medi-Cal reclassification
      - IHSS reduction in hours
      - IEP and inter-district transfer
      - Conservatorship referrals

- Goal 1
  - Attended SSAN Conference
- Goal 2
  - Advocacy: Provided direct advocacy for 13 individuals and families. One with limited English
  - Attended 1 Service Provider Committee meeting
- Goal 3
  - 726 Child / Family surveys returned.
  - 306/800 Child Family surveys entered into data base
  - 51/49 Adult Surveys completed.
- Goal 4 & 5
  - Focus of Cycle 36 RFP
- Goal 6:
  - Transition Consortium: Attended 1 planning meeting.
  - Focus of Cycle 36 RFP
- Goal 10
  - Advised family on dental health care
- Goal 14:
  - Board member met with Senator Hill's staff member.

### **Issues or Concerns for State Council Consideration**

- Processing of board member applications at both the county and Governor's offices.

## **Area Board Report to Council**

**Area Board: 8**  
**Date: June 27, 2013**

**Reporting Period: May – June 2013**

### **Highlights**

The Area VIII Board is pleased to announce the appointment of two new Board Members. Donna Devlin was appointed by Fresno County Board of Supervisors, May 7, 2013. On June 4, 2013, Darlene Kilmartin was appointed by Tulare County Board of Supervisors.

Conducted Monthly IEP Clinic's with Family Resource Center in Kern County

Presentation and update of activities to the Area VIII Board by Executive Director at Porterville Developmental Center, followed by a guided tour of the Secure Treatment Area.

Meeting with ED of Porterville Developmentally Center.

Attended State Council Meeting.

Participated on KRC's committee for Community Planning.

### **Board Recruiting**

#### **Governor's Office**

One seat open

#### **Fresno**

No Vacancies

#### **Kern**

One seat open

Ongoing recruitment of applicants

#### **Madera**

Two seats open

Lead to three potential applicants

Ongoing recruitment of applicants

#### **Mariposa**

One seat open

Ongoing recruitment of applicants

#### **Merced**

Two seats open

Ongoing recruitment of applicants

#### **Tulare**

No Vacancies

#### **Kings**

One seat open

Ongoing recruitment of applicants

### **Board Development**

Created informational packets for current and potential Board Members

Orientation and Binders for new Board Members

### **Individual Advocacy**

72 Individual/Families received Advocacy Support

Of the 72 approximately 68 were for Special Education support including:

Least Restrictive Environment - Placement  
Behavioral Supports  
Assistive Technology  
Communication  
IEP Compliance Issues  
Transition  
Manifestation/Expulsion  
Assessment Issues

Of the 72 approximately 4 were Regional Center individual/family's need including:

Eligibility  
Appeal Process/Fair Hearing  
ABA Services  
In Home Respite Hours

Attended 28 IEP meetings to support individual/families

**Activities to Implement the State Plan During this Period**

Goal 1:

Continued support of our local SSAN Advocate

Goal 2:

72 Individual /Family Advocacy

Rights Training – 1 presentation to 10 participants

Goal 6:

Individual support preparing students transitioning from school to employment

Goal 7:

Presentation to local family agency to help young families needing information to navigate the service system

**Issues or Concerns for State Council Consideration**

Review Office of Protective Services (OPS) to determine whether it should be independent of the developmental centers/DDS.

## Area Board Report to Council

Area Board: 9 Reporting Period: May-June 2013

Date: June 28, 2013

### Highlights

***Tri-Counties Area Self Advocacy Conference:*** The conference will be in Santa Maria, in northern Santa Barbara County, on Saturday, September 28<sup>th</sup>. The theme of the conference is "Get Connected, Get Involved." Thus far we have the support and involvement of self advocate groups from all three counties and many agencies. The conference will have a self advocate key note speaker, breakout sessions, and lots of opportunities for socializing- wine and cheese social, People First Idol, and a dinner dance with live music from local bands. More details to come!

### State Plan Activities Implemented During this Reporting Period:

- **Goal 1-a)** Provided support and preparation to Area Board 9 representative to the Statewide Self Advocacy Network in San Diego.
- **Goal 1-b)** Participated in meetings with self advocates throughout the Tri-Counties area.
- **Goal 1-c)** Continued work on the Tri-Counties Area Self Advocacy Conference [ 09/28 in Santa Maria] which will be a forum where self advocates will learn how to assert their rights and be better informed on issues that impact them.
- **Goal 1-e)** Collaborated with self advocates on the development of a training on healthy relationships and sexuality via the Coalition on Sexuality and Healthy Relationships (COHRS).
- **Goal 2-a)** Provided individual advocacy 8 individuals on regional center and /or IPP issues. Provided individual advocacy to 23 individuals on government benefits issues (Medi-Cal, IHSS, SSI). Provided individual advocacy to 2 individuals on issues related to early intervention services.
- **Goal 2-c)** Provided individual educational advocacy 20 families of children/young adults with IEP issues. Facilitated a booth for 150 individuals with developmental disabilities at the San Luis Obispo Abilities Fair.
- **Goal 2-d)** Continued collaboration with OCRA/DRC and provided a presentation to 50 English speaking families and 16 Spanish speaking families on In Home Supportive Services (IHSS). Continued collaboration with UCEDD USC related to legislation on behavioral treatments services for children and adults with autism.
- **Goal 4)** Provided a mandated reporting presentation to 50+ employees of vendor agencies serving adults with developmental disabilities in the Tri-Counties area.
- **Goal 8-a)** Publicized electronically materials and general information about Employment First; soliciting assistance from the general public to contact legislators and encourage support of the policy.
- **Goal 14-a)** Facilitated a presentation on legislative advocacy in conjunction with staff person from Assemblymen Achadjian's office; Provided a comprehensive overview of

state and federal legislation impacting people with developmental disabilities at the Area Board 9 general board meeting.

**Issues or Concerns for State Council Consideration**

Area Board 9 would like a training and/or resources on how the Affordable Care Act will impact children and adults with developmental disabilities currently eligible for full scope Medi-Cal and emergency Medi-Cal.

Area Board 9 would like to know how Area Boards/State Council can support the dissemination and explanation of the racial disparity information provided by the regional centers. Area Board 9 would like to see a coordinated effort between Area Boards, State Council and Disability Rights California on this issue.

# **Area Board Report to Council**

**Area Board: 10    Reporting Period: May-June 2013**

**Date: 6/26/13**

## **Highlights**

We promoted, coordinated, and sponsored a seminar about transition to adulthood which had 32 attendees and excellent evaluations. We have begun promoting and accepting RSVPs for our September seminar about sexuality.

We distributed our May and June newsletters to over 1000 people each month.

We promoted the successful Volunteer Driver Program training we sponsored in April with the Disability Organizing Network of the California Foundation for Independent Living Centers, over 30 systems change advocates with the independent living centers in southern California.

We monitored implementation of the mini grant we provided to Get Safe, which included a training for 200 Los Angeles District Attorneys on how to communicate and work with individuals with developmental disabilities and a training for 25 self-advocates on community safety.

## **Activities to Implement the State Plan During this Period**

We provided individual advocacy and technical assistance to 47 people regarding access to needed community supports, three of whom were Spanish speaking, one of whom we assisted with their fair hearing, and three of whom we provided direct advocacy assistance at IPP meetings. We also assisted 33 families regarding the provision of appropriate educational services for their child with special needs, 3 of whom were Spanish speaking.

We provided one presentation in Spanish to 35 individuals with developmental disabilities and parents on rights pertaining to the regional center, one presentation on self-advocacy facilitation to 25 staff and self-advocates, and one presentation on special education rights to 13 parents.

We took positions on 14 bills, half of which were state bills (SB 126, SB 156, AB 420, AB 602, AB 1041, SB 468, & SB 577) and half of which were federal bills (S 313, HR 647, HR 509, HR 510, HR 511, HR 831, & HR 1893).

We continued to support local self-advocacy efforts by facilitating the Self-Advocacy Board of L.A. County's (SABLAC) monthly meetings and participating in the Statewide Self-Advocacy Network's meetings.

We urged a local regional center to support SB 468 (Emmerson and Beall, Self Determination) which they subsequently did.

We helped Caltrans develop their scoring protocols for grant proposals submitted to the State Review Committee (for vehicle & equipment purchases for seniors & people with disabilities). We additionally reviewed/scored 23 proposals.

We also reviewed and commented on our county paratransit service's document "Volunteer Driver Programs for People with Developmental Disabilities" which identifies barriers and solutions for starting such programs.

We sponsored and facilitated the quarterly meeting of the Los Angeles regional center transportation group.

We participated in the development and implementation of the strategic plan and adoption of regional goals for the Disability Organizing/System Change Network of the California Foundation for Independent Living Centers.

We participated in two meetings of the electroconvulsive therapy (ECT) panel.

We continue to implement the Quality Assurance Project, having mailed over 15,000 surveys to date. We have received 2,500 surveys and have entered 1900 into a web based data collection program (ODESSA).

## **Issues or Concerns for State Council Consideration**

### **Highlights**

1. After assisting a young man to obtain RCOC eligibility and services in December during the last reporting period, ABXI subsequently helped him secure a part-time job at a large semiconductor/broadband communication business and access housing in a new HUD-supported apartment complex. ABXI assisted another young man to remain in the community by helping to secure RCOC funding for 20 hours/day of 2:1 crisis services, as well as day programming.
2. ABXI assisted a monolingual Spanish-speaking family to receive 21 compensatory education days; 2 hours/day of home instruction; and a health plan for a student who was not being provided any services or placement. The parents, threatened with a SARB referral, had been keeping their daughter home because of her uncontrolled daily seizures at school, some of which resulted in injuries, and the district had failed to provide the student with any services, placement, or information to the parents regarding home/hospital instruction.
3. ABXI successfully advocated for a young man with autism whose family requested RCOC funding for an iPad and Proloquo2Go application for their adult son with autism.

### **Activities to Implement the State Plan During this Period**

#### **A. Advocacy**

During this reporting period, ABXI staff handled 74 ongoing and new cases involving access to community supports/services; special education services; housing; employment; and health care. Fourteen of these consumers and families are monolingual Spanish-speakers.

1. Community Services: ABXI assisted 34 adults and/or families with community services issues, including access to regional center eligibility and services; SSI/SSDI; and IHSS.

2. Special Education: ABXI assisted 29 families with educational issues and, among other things, obtained an independent assessment; school district funding for Diagnostic Center services; a speech/language assessment; increased services; and district-funded residential placement.

3. Housing, Employment, & Health: ABXI assisted with 5 housing and 4 employment matters. Housing and employment were obtained for one consumer (see #1, above). See above, #2, re: one of ABXI's cases dealing with health matters during this reporting period.

#### **B. Trainings, Outreach, and Community Meetings**

During this reporting period, ABXI hosted and provided in-house and community trainings for 125 consumers, family members, and professionals on the following topics: (1) AT and transition; (2) regional center services for adults; (3) living options; and (4) educational rights and services. Collaborating and/or host agencies included (1) TASK; (2) Down Syndrome Association of Orange County; (3) O.C. Asperger's Support Group; (4) Orange County Health Care Agency/CalWORKS Department; and (4) CHOC Children's Hospital's family support group, Grupo de Apoyo.

After voting on a name and logo, ABXI's self-advocacy group - SAOC (Self-Advocates of Orange County), discussed plans for future speakers and topics to follow the upcoming Get Safe-facilitated Boot Camp, "Look How Far We've Come; Now What?". The small but determined group continues to brainstorm ideas for increasing membership and community outreach projects.



## Area Board Report to Council

Area Board: 12 Reporting Period: 05-02-2013 to 6-30-2013 Date: 06-30-2013

### Highlights

(May 2013) Conducted "Seeing the Ability within Disability" presentation @ Lone Pine Elementary School for teachers and Administration. Professionals = 15 \*SP-2b & 2c

(May 2013) Co-Sponsored "Town Hall Meeting" w/Inland Empire Autism Society regarding Adult issues in the community of Autism; employment, education, community integration/social activities, conducted training/presentation about the SCDD/AB 12. Self-Advocates = 13, Family Advocates = 30, Professionals = 20 \*SP-2b, 6a, 9a, 9c, 13a

(May 2013) Coordinated Collaboration with Riverside County Department of Mental Health & San Bernardino County Department of Behavioral Health upper management to forge an alliance to better assist individuals w/both developmental disabilities and Mental Health issues. Professionals = 5.

(May 2013) Coordinated meeting with SLS vendors prior to Vendor Advocacy Committee mtg. to discuss concerns & complaints involving IRC adding termination dates to services &/or terminating of services w/ no NOA or appeal rights offered to the consumers they serve. Professionals = 8. \*SP-2b

(May 2013) Training/presentation to increase awareness of people with developmental disabilities to PhD Students at Alliant University. Professionals = 20

(May 2013) Facilitated Presentation to SLS workers on best Dental Practices for people with developmental disabilities. Professionals = 20. \*SP-10a

(May 2013) Supported Canyon Springs Self-Advocacy Group. Self-Advocates = 8, Professionals = 2 \*SP-1b

(June 2013) Collaborated with Inland Empire Autism Society to review needs assessment data for employment of people with Autism in the Inland Empire. Professionals = 4. \*SP-3b

(June 2013) Supported Canyon Springs Self-Advocacy Group. Self-Advocates = 8, Professionals = 1 \*SP-1b

(June 2013) Collaborated with Get Safe USA on Cycle 35 Grant from SCDD for Home Ownership Training "Rent/Buy/Live in your community" – Riverside County: Self-Advocates = 7, Family Advocates = 1, Professionals = 9. \*SP-12a, 1c

(June 2013) Collaborated with Get Safe USA on Cycle 35 Grant from SCDD for Home Ownership Training "Rent/Buy/Live in your community" – San Bernardino County: Self-Advocates = 4, Family Advocates = 5, Professionals = 7. \*SP-12a, 1c

(June 2013) Provided training to SLS workers on Clients Rights, IPP, Navigating the system and increasing self-advocacy. Professionals = 20. \*SP-2b

(June 2013) Developed and disseminated media press release highlighting an individual w/ developmental disabilities and his accomplishment of retiring after working for 40 years competitively employed. \*SP-14c

## Ongoing Activities to Implement the State Plan

Ongoing Monthly Collaboration with Inland Empire Disability Collaborative representing all of Riverside and San Bernardino county area agencies who serve people with disabilities. Self-Advocates = 20, Professionals = 60. \*SP-2c, 10a and 10b

Ongoing Monthly Collaboration with Riverside County “C.A.R.E.” Team; Curtailing Abuse Related to the Elderly & Dependent Adults. Professionals = 40. \*SP- 4a & 2c

Ongoing Monthly Collaboration with San Bernardino County District Attorney's **MDT** on Elder and Dependent Adult Abuse team. Professionals = 30. \*SP – 2c & 4a

Ongoing Quarterly meeting with IHSS Advisory Committee. Self-Advocates = 3, Professionals = 16. \*SP- 4a & 2c

Ongoing Quarterly Collaboration of Inland Empire Department of Rehabilitation staff, job developers, ROP, & Transition school teachers. Professionals = 70. \*SP- 9a & 2c

Advocacy Referrals via telephone: Education (15), Employment (7), Regional Center/Eligibility (9), Housing (4), Legal (2), 211 Referrals (17)

Advocacy Referrals via email. Education (10), Employment (3), Regional Center/Eligibility (10), Mental Health (4)

Advocacy Information email dissemination: Education (8), Employment (3), Regional Center/Eligibility (7)

Direct Telephone Advocacy: 21 cases

Direct Face-to-Face Advocacy (i.e, attending fair hearing, IEP, etc): IEP (12), RC Appeal (6), Dental (1)

Provided Clients Rights Advocacy at Canyon Springs Community Facility: 54 self-advocates

Provided Volunteer Advocacy Services at Canyon Springs Community Facility: 25 self-advocates

## Issues or Concerns for State Council Consideration

Area Board 12 has requested policies and procedures from Inland Regional Center specific to SLS authorizations and signature page for Individual Program Plans (IPP). Policies and Procedures were requested to review complaints specific to several allegations which involve the restricting of a consumer's right to appeal, the threat to terminate a service, and vendor complaints regarding intimidation used to change the IPP-agreed-upon number of hours after the team meeting and without consumer consent/agreement.

# Area Board Report to Council

**Area Board:** 13  
**Date:** 6-28-13

**Reporting Period:** May/June 2013

## Highlights

- Assisted in the coordination and implementation of the 23<sup>rd</sup> annual self-advocacy conference. Staff provided technical support and facilitation at both the final SDPF conference planning meeting and the self-advocacy conference. 400 people registered for the event. The conference program consisted of a health and resource fair, craft boutique, a keynote presentation given by Andreas Economopoulos, ten workshops led by self-advocates, social networking time, a dinner banquet with the Mayor of San Diego as a special guest who provided SDPF with a proclamation and presented the Mike DeLisa leadership award and a dance.
- Conducted a "Special Education Roundtable" in the Imperial Valley regarding how to read educational assessments. There were 35 Spanish speaking, and 15 English speaking families in attendance.
- Interviewed and selected 13 students to participate in the third annual weeklong "Project College" program.
- Handled 18 IEP related cases, 5 housing, 1 respite, 2 rights, 8 eligibility, 10 community supports, 10 IHSS, 1 Nursing Waiver and 1 supported living issue.

## Activities to Implement the State Plan During this Period:

### **Goal #1:**

Provide monthly facilitation at the SDPF officer meeting, SDPF and IVPF monthly business meetings and SDPF conference planning committee.

Assisted a group of self-advocates in creating and implementing a Disability History time line training activity for the Friday night event at their annual self-advocacy conference on May 10<sup>th</sup>.

Provided information at the monthly regional center CAC meeting as the group learned about facilitation and the importance of having a facilitation plan.

Assisted at the SSAN meeting regarding development of a Mission Statement.

### **Goal #2:**

Provided technical assistance at 2 planning team meetings for individuals who are receiving wrap around services.

Staff participates on the monthly Fiesta Educative conference planning committee. This year the conference theme will focus on how technology can be used to open doors for individuals with disabilities.

Participated in 14 IEP meetings, 4 IPP meetings and 3 follow up IEP meetings

### **Goal #3:**

Continue to collect and document results from the National Core Indicator Surveys.

### **Goal #4:**

Participated in the PERT Training Academy Resource Fair, 37 members from the law enforcement community were given resource materials, an overview of the Area Board and how we could be a resource to them.

### **Goal #6:**

Continue to organize and conduct monthly "Transition Committee" meetings with partners from SDRC, DOR, Interwork Institute, EFRC, and DRC. We are currently planning our next "Transition" Workshop to be presented at Camp Pendleton, as well as working on partnering with the upcoming Statewide Transition Conference to be held in San Diego in December.

**Goal #11:**

Assisted family with technical assistance on RSVP/Regional Center services for conserved adult.  
Referred them to Fair Housing Council.

**Goal #13:**

Participation in monthly IHSS Advisory Committee meeting as an advocate for people receiving services through SDRC. Participation in monthly CICA (Ca IHSS Consumer Alliance) calls for updates on what is happening across the state.

**Issues or Concerns for State Council Consideration:**

.There continue to be issues regarding the intake office of the San Diego Regional Center not returning calls from constituents in a timely manner, and denying eligibility without the benefit of a record review. Also, if people are called by the Intake Office, and do not return the call, the case is closed. This has happened to two people in this reporting period, and in both cases, the people never received the information from family members who had taken the calls. We are strongly encouraging SDRC to send letters to people in the future so this situation does not continue to occur.